THE BOMBAY PRIMARY EDUCATION ACT, 1947 (BOM. LXI OF 1947).

G. N., E. & I. D., No. 7896 (F), dated 22nd March 1949 (B. G., Pt. IV-B, p. 743). S. 2 (15)

In exercise of the powers conferred by clause (15) of section 2 of the Bombay Primary Education Act, 1947 (Bom. LXI of 1947) (hereinafter referred to as the said Act), the Government of Bombay is pleased to determine that the subjects prescribed or sanctioned for study in primary schools under section 17 of the Bombay Primary Education Act, 1923, and in force therein immediately before the coming into force of the said Act shall be the subjects, and education imparted up to VII standard in primary schools under the Bombay Primary Education Act, 1923, shall be education up to such standard VII, for the purposes of the said clause (15).

G. N., E. & I. D., No. 7896(G), dated 22nd March 1949 (B. G., Pt. IV-B, p. 744). S. 38

In exercise of the powers conferred by section 38 of the Bombay Primary Education Act, 1947 (Bom. LXI of 1947) (hereinafter referred to as the said Act), the Government of Bombay is pleased to specify that the subjects, curricula, books and standards of teaching of approved schools and other primary schools maintained or aided by a local authority prescribed or sanctioned under section 17 of the Bombay Primary Education Act, 1923, and in force therein immediately before the coming into force of the said Act, shall be the subjects, curricula, books and standards of teaching of such approved and primary schools which are approved schools within the meaning of the said Act.

G. N., E. & I. D., No. 7896-B, dated 19th March 1949 (B. G., Pt. IV-B, p. 505). S. 63(1) & (2)

Amended by G. N., E. & I. D., No. S. 96, dated 4th June 1949.
Amended by G. N., E. & I. D., No. 7896, dated 18th June 1949.
Amended by G. N., E. & I. D., No. 7896, dated 31st October 1949.
Amended by G. N., E. & I. D., No. 96, dated 3rd November 1949.
Amended by G. N., E. & I. D., No. 7896, dated 8th November 1949.
Amended by G. N., E. D., No. 7896, dated 2nd March 1950.
Amended by G. N., E. D., No. 7896, dated 8th March 1950.
Amended by G. N., E. D., No. 7896, dated 10th March 1950.

Bombay Primary Education Rules, 1949.

In exercise of the powers conferred by sub-sections (*1*) and (*2*) of section 63 of the Bombay Primary Education Act, 1947 (Bom. LXI of 1947), and in supersession of the Bombay Primary Education Rules, 1924, the Government of Bombay is pleased to make the following rules, namely :—

CHAPTER I.

PRELIMINARY.

1. *Short title and commencement.*—(1) These rules may be called the Bombay Primary Education Rules, 1949.

(2) They shall come into force with effect from the 1st day of April 1949.

2. *Definition.*—In these rules, unless there is anything repugnant in the subject or context :—

(*a*) " Act " means the Bombay Primary Education Act, 1947.

(*b*) " Backward communities " mean the classes and communities mentioned under the heading Backward Communities in Schedule B.

(*c*) " Deputy Educational Inspectors " and " Assistant Deputy Educational Inspectors " mean Inspecting Officers appointed under section 48 of the Act for each district by Government or by an officer authorised by Government in this behalf.

(*d*) "District Building Committee" means such committee appointed by Government in each district.

(*e*) "Government" means the Government of Bombay.

(*f*) "Pension" means periodical payment of money made by the School Board to the employees of the District School Board or Authorised Municipality concerned during their life time on retirement of such employees from the service of such District School Board or Authorised Municipality in consideration of the employees' past service and includes gratuity.

(*g*) "Private school" means a primary school which is maintained by an agency other than Government or District School Board or Authorised Municipality and includes night schools and other schools under private management similar to those which were recognised under the Grant-in-aid Code.

(*h*) "Public School" means a primary school maintained by Government or District School Board or Authorised Municipality, as the case may be.

(*i*) "Regional language" means any one of the following languages, namely :—

Marathi, Gujarati or Kannada.

(*j*) "Schedule" means a schedule appended to these rules.

(*k*) "Trained teacher" means a teacher who holds a certificate of training granted by the Education Department of Government or such other certificate as may from time to time be recognised by Government in this behalf.

(*l*) Words and expressions used in the Act but not defined in these rules shall have the meanings assigned to them in the Act.

CHAPTER II.

School Boards.

A—Constitution of School Boards.

3. *Constitution of School Boards.*—Each School Board shall be constituted as shown in Schedule A.

4. *Minorities and Backward Communities.*—For the purposes of constitution of a School Board, minorities and backward communities shall mean the classes and communities specified in Schedule B.

5. *Educational qualifications, equivalent to and higher than primary school certificate examination, for membership.*—Educational qualifications equivalent to and higher than the primary school certificate examination for the membership of a school board shall be as follows :—

(*a*) Equivalent to the Primary School Certificate Examination :—

(i) Vernacular School Final examination held by the Educational Department of the Province of Bombay prior to the year 1939.

(ii) Examination at the end of Standard III and VI of an ordinary secondary and English teaching school respectively prior to 1st March 1949 and at the end of Standard VII of those schools thereafter.

(iii) Examination at the end of Standard VII of a European School as defined in the Code of Regulations for European Schools in the State of Bombay.

(*b*) Higher than the Primary School Certificate Examination :—

(i) Any examination higher than any of the examinations mentioned in clause (*a*) above.

(ii) Examinations of the Gujarat and Tilak Vidyapeeth corresponding to the Matriculation examination of a recognised University as notified by Government from time to time.

(iii) The training certificate examination for primary teachers of the Gujarat Vidyapeeth Adhyapan Mandir.

(iv) All examinations of the S. N. D. T. Women's University.

(v) The Bombay Secondary School Certificate Examination.

B—Election of School Board Members.

6. *Election of School Board Members.*—(1) As soon as possible, after the coming into force of the Act, every district local board and authorised municipality shall proceed to elect the members of the School Board.

(2) Whenever a new local board or authorised municipality has been constituted, it shall elect the members of the School Board as soon as possible.

(3) The members of the School Board shall be elected separately in the following order :—

(i) Women.

(ii) representatives of minorities. (If more than one minority is to be represented, the representative of each shall be elected separately.)

(iii) representatives of backward communities.

(iv) persons who have passed the Matriculation or second year training certificate examination.

(v) the remaining members of the School Board to be elected other than the representatives of non-authorised municipalities, if any.

(4) Representatives of non-authorised municipalities, if any, under proviso to section 4 (*5*) (*a*) of the Act shall be elected by the non-authorised municipalities concerned.

(5) The election of the members of the School Board under the preceding sub-rules shall be held in accordance with the procedure prescribed in *Schedule C*.

7. *Names of elected members to be reported.*—Immediately after the result of an election is declared under rule 16 of Schedule C the President of the district local board or the authorised municipality, as the case may be, shall communicate to the Collector of the District, the Educational Inspector and the Director the names of the persons elected as members of the School Board together with information in the form prescribed in Appendix A to these rules.

8. *Publication of names of Members of a School Board.*—The names of all the members of a School Board elected and appointed or nominated by the State Government shall be published in the official Gazette by Government.

9. *Filling up of a casual vacancy of a member of a School Board.*—(1) The vacancy of an elected member of a School Board due to any cause shall be forthwith reported by the Chairman of the School Board to the President of the District Local Board or the authorised municipality. The President concerned shall take steps to fill it up, as soon as conveniently may be, by election, in accordance with the procedure prescribed in *Schedule C*, of a person satisfying the requirements of the class of the vacancy.

(2) The vacancy of a member of a school board appointed or nominated by Government due to any cause shall be forthwith reported by the Administrative Officer of the School Board to Government.

C—Election of Chairman and Vice-Chairman.

10. *Calling of a meeting for the election of Chairman and Vice-Chairman.*—The first meeting of a School Board shall be convened for the purpose of the election of a Chairman and a Vice-Chairman. Such meeting shall be convened by the President of the District Local Board or the authorised municipality, as soon as convenient, but not later than twenty-one days after the publication of the names of the members of the School Board in the official Gazette and a copy of the notice of such a meeting shall be sent to the Educational Inspector : provided that where no meeting for the purpose of such election has been convened within the time specified above, the Educational Inspector may exercise the powers of the President for the purpose of calling such meeting.

11. *Procedure at the first meeting.*—(1) At the first meeting convened under rule 10 the President of the District Local Board or authorised municipality, as the case may be, shall preside until the Chairman has been elected.

(2) The President of the District Local Board or authorised municipality so presiding shall not be at liberty to vote upon, or to make any proposition at the meeting unless he is himself a member of the School Board.

(3) If the President is unable, or for any reason fails to preside over the meeting, the members present shall elect from amongst themselves a Chairman for the meeting. Such Chairman shall preside over the meeting, until the Chairman of the School Board has been elected.

(4) The Chairman of the School Board shall, as soon as he is elected, preside over that meeting and the meeting shall then proceed to elect a Vice-Chairman.

12. *Manner of election of a Chairman and a Vice-Chairman.*—The Chairman or the Vice-Chairman shall be elected in the manner prescribed in *Schedule D :*

Provided that an officer of the State Government appointed as a member of the School Board shall not be elected as Chairman or Vice-Chairman.

13. *Chairman and Vice-Chairman to continue to perform duties after expiry of the term of School Board.*—On the expiry of the term of office of a School Board, the Chairman and Vice-Chairman shall continue to perform the current administrative duties of their offices until such time as a new Chairman and Vice-Chairman shall have been duly elected and have taken charge of their duties.

14. *Filling up of casual vacancy of Chairman and Vice-Chairman.*—(1) When a Chairman resigns his office as Chairman and the President of the District Local Board or the authorised municipality, informs the Vice-Chairman of the date of his acceptance of the resignation of the Chairman, or when the Chairman is removed from his office under section 10 (*2*) or ceases to be a Chairman under section 10 (*3*) of the Act, the Vice-Chairman shall call a meeting for the election of a new Chairman as soon as convenient but not later than 21 days after the acceptance of the resignation of the Chairman, or his removal from the office of the Chairman or his cessation as Chairman.

(2) When a Vice-Chairman resigns his office as Vice-Chairman or is removed from his office as Vice-Chairman under section 10 (*2*) or ceases to be a Vice-Chairman under section 10 (*3*) of the Act, the Chairman shall call a meeting for the election of a new Vice-Chairman as soon as convenient but not later than 21 days after the acceptance by him of the resignation of the Vice-Chairman or his removal from the office of Vice-Chairman or his cessation as Vice-Chairman.

(3) If there are casual vacancies both of the Chairman and of the Vice-Chairman due to any cause the President of the District Local Board or the authorised municipality shall exercise the powers of the Chairman for the purpose of calling a meeting of the School Board for the election of a Chairman and such a meeting shall be presided over as provided in rule 11.

(4) If the Vice-Chairman, or the Chairman or the President fails to convene a meeting as provided in sub-rule (1), (2) or (3), the Educational Inspector shall have the power of calling such a meeting.

D—Conduct of School Board's Business.

15. *Calling of Meetings.*—(1) The School Board shall ordinarily meet once in two months for the transaction of its business, but the Chairman may, whenever he thinks fit, and shall, upon a written request of not less than one-third of the whole number of members of the Board and on a date not later than fifteen days after the receipt of such request, call a special meeting.

(2) (i) The ordinary and special meetings of the School Board shall normally be held at the office of the School Board. The Board may, however, decide to hold its meetings at other suitable places in the district from time to time, provided that the number of meetings held outside the Headquarters of the School Board shall not exceed three in a financial year.

(ii) Subject to the provisions of paragraph (*i*) the meetings shall be held at such place and on such day and at such hour as the Chairman may appoint in this behalf.

(3) If, in the opinion of the Director, the Chairman or in his absence the Vice-Chairman is for any reason unable to call or is deliberately abstaining from calling an ordinary or special meeting of the School Board within the prescribed time, the Director may authorize the Educational Inspector or any other officer of the Educational Department of Government to call such meeting and such meeting shall thereupon be deemed to have been duly called by the Chairman.

16. *Notice for calling a meeting.*—(1) All members of a District School Board shall be given 10 clear days' notice of an ordinary meeting and 5 clear days' notice of a special meeting of the School Board.

(2) All members of a Municipal School Board shall be given 5 clear days' notice of an ordinary meeting and 3 clear days' notice of a special meeting of the School Board.

(3) Every notice under sub-rule (1) or (2) shall also be posted up at the School Board Office. Such Notice shall specify the place of meeting and business to be transacted thereat and in the case of a special meeting any motion or proposition mentioned in the request for calling such a meeting shall also be specified.

17. *Quorum.*—Four members in the case of a School Board the total number of members of which does not exceed fourteen and five members in the case of a School Board the total number of members of which exceeds fourteen shall be deemed to constitute a quorum.

18. *Chairman to preside.*—Every meeting of the School Board shall be presided over by the Chairman or if the Chairman is, for any reason, unable to attend it, by the Vice-Chairman, and if both the Chairman and Vice-Chairman are, for any reason, unable to attend it, by such one of the members present as may be chosen by the meeting to be Chairman for the occasion.

19. *Adjournment of the meeting.*—(1) If there is no quorum as laid down in rule 17, the presiding authority shall, after waiting for thirty minutes after the expiration of the appointed hour, adjourn the meeting to such hour on some other future day as he may reasonably fix. A notice of such adjournment

shall be sent to every member of the School Board and posted up at the School Board office and the business which would have been brought before the original meeting, had there been a quorum thereat, shall be brought before the adjourned meeting and may be disposed of at such meeting or at any subsequent adjournment thereof, whether there be a quorum or not.

(2) Any special or ordinary meeting may, with the consent of a majority of members present, be adjourned from time to time; but no business shall be transacted at any such adjourned meeting other than that left undisposed of at the meeting from which the adjournment took place.

20. *Administrative Officer to give his remarks on the various items of business.*—It shall be the duty of the Administrative Officer to offer in writing his remarks on each item of business or proposition entered in the notice. Before proceeding to the consideration of each item the remarks of the Administrative Officer shall be circulated to every member of the School Board present at the meeting.

21. *Presence of Educational Inspector.*—The School Board may invite the Educational Inspector to attend a meeting if his presence thereat appears to be desirable; and provided that adequate notice has been given, it shall be incumbent upon him to attend or depute a representative to attend on his behalf. The invitation shall specify clearly the item of business in connection with which such presence is desired and the place, date and hour of the meeting and should be posted so as to reach him at least ten or five days before the date of an ordinary or special meeting, respectively. The Educational Inspector or his representative shall have the right of taking part in the discussion but shall not vote.

22. *Business to be transacted at a meeting.*—(1) No business shall be transacted and no proposition shall be discussed at any ordinary meeting unless it has been entered in the notice convening such meeting or, in the case of a special meeting, in the written request made for convening such meeting:

Provided that the Chairman may, in his discretion, permit any business or proposition to be discussed which is of an urgent nature and which could not reasonably be entered in the notice:

Provided further that such permission shall be refused in the case of a motion or proposition to modify or cancel any resolution within four months of the passing thereof.

(2) The order in which any business or proposition shall be brought forward at a School Board meeting shall be determined by the presiding authority, who in case it is proposed by any member to give priority to any particular item of such business or to any such proposition shall put the proposal to the meeting and be guided by the majority of votes given for or against the proposal.

23. *Cancellation of a resolution.*—No resolution of a School Board shall be modified or cancelled within four months after the passing thereof, except by a resolution supported by one-half of the whole number of members and passed at an ordinary meeting whereof notice shall have been given fulfilling the requirements of rule 16 and setting forth fully the resolution which it is proposed to modify or cancel at such meeting and the motion or proposition for the modification or cancellation of such resolution.

24. *Vacancy not to affect proceedings.*—During any vacancy in a School Board, the continuing members may act as if no vacancy had occurred.

25. *Circulation of written propositions.*—(1) Whenever it appears unnecessary to the Chairman of a School Board to convene a meeting, he may instead of so doing circulate a written proposition of his own or of any other member of such Board or Committee or of the Administrative Officer for the observations and votes of the members.

(2) Previous to circulating any such proposition for the votes of members, the Chairman may, if he thinks fit, and if the business to which it relates is of the nature described in rule 21, shall obtain thereon the remarks of the Educational Inspector or of an officer authorised by him in this behalf.

(3) Except as otherwise provided in the Act and the rules thereunder, the decision on any proposition so circulated shall be in accordance with the majority of votes of the members who vote upon it, unless a special meeting is convened to consider the proposition under sub-rule (1) of rule 15.

(4) Every decision arrived at by the Board under this rule shall be recorded in the minute book kept under rule 28.

26. *All questions to be decided by majority.*—(1) Except as otherwise provided in the said Act or the rules thereunder, all questions shall be decided by a majority of votes of the members present, the presiding authority having a second or casting vote in all cases of equality of votes.

(2) Subject to the provisions of the Act and of these rules, the School Board may, from time to time, determine the manner in which its business should be transacted.

27. *Meetings to be open to the public.*—Every meeting of the School Board shall be open to the public unless the presiding authority deems any enquiry or deliberation pending before the Board, such as should be held in private :

Provided that the said authority may at any time cause any person to be removed who interrupts the proceedings or whose presence, in his opinion, is undesirable.

28. *Minutes of the meeting.*—(1) Minutes of the proceedings of each meeting of the Board shall be kept in a book to be provided for the purpose and shall include the names of the members and the Government Officer, if any, invited under rule 21, and if any member present at the meeting so desires, the names of the members voting respectively for or against any resolution. This book shall be signed, as soon as possible, by the presiding authority and shall, at all reasonable times, be open to inspection by any member of the Board or by an officer authorised by the State Government in this behalf. Copies of the minutes shall be supplied to every member of the School Board within a week from the date of the meeting.

(2) Copies of the minutes shall also be forwarded within two weeks from the date of the meeting to the Educational Inspector of the Division, and, if the School Board is a municipal school board, also to the authorised municipality for which it has been constituted. On receipt by such authorised Municipality of copies of such minutes, they shall be placed before the next meeting of the authorised Municipality.

(3) All resolutions of the School Board other than those passed at private deliberations of the Board shall be published as soon as may be by affixing a copy thereof in some conspicuous place in or near the office of the School Board.

29. *Acts of the School Board not to be invalided by informalities.*—No action of a School Board or of any person acting as a Chairman, Vice-Chairman or member of the Board shall be deemed to be invalid by reason only of some defect in the constitution of such Board or in the appointment of such Chairman, Vice-Chairman or member or on the ground that they, or any of them, were disqualified for the office of member, or that formal notice of the intention of holding a meeting of the Board was not duly given or for any other such mere informality.

E—Travelling Allowance to School Board Members.

30. *Travelling allowance to members.*—(1) The members of a District School Board other than the Government officers appointed under section 4 (*4*) may receive payment for the expenses incurred by them in travelling for attending the meetings of the Board or for doing such business of the Board as may be entrusted to them by the Board. Such payment shall be made in accordance with the rules made in this behalf by Government under clause (*d*) of section 133 of the Bombay Local Boards Act, 1923 :

Provided that no travelling allowance shall be admissible to a Chairman, Vice-Chairman or a member of the District School Board for a journey undertaken by him outside the jurisdiction of the Board unless the sanction of the School Board and the Director has been obtained for undertaking such journey.

Note.—(i) No travelling allowance shall be admissible to any member of a District School Board other than the Chairman or Vice-Chairman for visiting schools or for purposes of holding an inspection or enquiry which comes solely within the scope of the duties of the Administrative Officer or other officer or servant of the School Board.

(ii) The Chairman of the District School Board shall as far as may be practicable, in consultation with the President of the District Local Board of the District, arrange to hold the meetings of the School Board in conjunction with the dates fixed for the meetings of the District Local Board.

(2) Non-official members and Chairman of a District School Board shall draw travelling and daily allowances as under—

(i) for a journey performed by railway, one and half return fares of class II ;

(ii) mileage allowance for a journey performed by road or steamer, as far a journey on tour admissible to a Government servant of the second grade ;

(iii) daily allowance admissible to a Government servant of the second grade drawing pay up to Rs. 300 per mensem.

(3) The annual expenditure in respect of travelling allowances of the Chairman and a member of a District School Board payable from the Primary Education Fund shall not except with the previous permission of the Director, exceed Rs. 750 in the case of the Chairman and Rs. 300 for the Vice-Chairman who may occasionally perform the duties of the Chairman and Rs. 200 in the case of each of the members.

(4) If the member of a District School Board who is also a member of the District Local Board in the District performs only one journey to attend meetings of the District School Board as well as of the District Local Board, such member shall not be allowed to draw from the Primary Education Fund travelling allowance in respect of more than one single journey and daily allowance admissible under the rules for the day on which he performs work for the District Local Board. In such a case the travelling expenses of such member for the return journey shall be paid out of the local fund of the District Local Board.

(5) Travelling allowance shall be admissible to the Chairman or a member of a District School Board—

(i) if he performs a journey to attend a meeting of the District School Board which does not take place for want of a quorum ; or

(ii) if he is shown in the proceedings of the meeting of the District School Board as having been present during any part thereof : provided that if the meeting continues for more than one day, he shall not be entitled to daily allowance, for any day on which he has not attended the meeting.

The Chairman or member shall, in any case, not be entitled to any daily allowance unless he resides at the place where the meeting is held, for at least six hours.

31. *Statements and Travelling Allowance bills to be approved by the School Board.*—(1) The statements of the movements on duty of the Chairman and/or Vice-Chairman with their travelling allowance bills, in respect of such journeys on duty made in the preceding two months shall be placed before each ordinary meeting.

(2) The amount of the travelling allowance bills in respect of Chairman and Vice-Chairman shall not be drawn until they are approved by the School Board. The travelling allowance bills of the other members shall be countersigned by the Chairman and drawn by the Administrative Officer.

CHAPTER III.

DUTIES AND FUNCTIONS OF DISTRICT SCHOOL BOARDS, AUTHORISED MUNICIPALITIES, MUNICIPAL SCHOOL BOARDS, CHAIRMEN AND VICE-CHAIRMEN.

A—*Duties and Functions of District School Boards, Authorised Municipalities and Municipal School Boards.*

(a) Primary Schools.

32. *Maintenance of Primary Schools.*—(1) A district school board or authorised municipality shall maintain an adequate number of primary schools in which instruction is given through the medium of the local regional language.

(2) In addition to primary schools maintained under sub-rule (1), a district school board or authorised municipality shall maintain—

(*i*) schools teaching up to and inclusive of Standard IV in which instruction is given through the medium of some other Indian language in any area in which parents of not less than 40 pupils whose mother tongue is such other language desire that their children should receive instruction through the medium of such other language ;

(*ii*) schools teaching up to and inclusive of Standard IV in which instruction is given through the medium of some other Indian language in any forest area in which parents of not less than 20 pupils whose mother tongue is such other language desire that their children should receive instruction through the medium of such other language ;

(*iii*) schools teaching Standards V to VII in which instruction is given through the medium of Urdu or Sindhi or a regional language other than the local regional language, if there are, in any area, in all the seven standards together at least 60 pupils, of whom at least 20 are in Standards V, VI and VII, whose mother tongue is such other language and whose parents desire that their children should receive instruction through the medium of such other language. The upper primary standards in such schools may be closed if the number of pupils in those standards is less than twenty for a period of two years at any time :

Provided that it shall not be obligatory on a district school board or authorised municipality to maintain primary schools under this sub-rule, in any area, if there is already an approved private school in the area in which instruction is given through the medium of such other language and which meets adequately the needs of the area.

(2A) In the border areas of linguistic regions the medium of instruction in primary schools shall be such language as the State Government may direct.

(3) In every approved school in which instruction is given through the medium of such other language the regional language of the locality shall also be taught to pupils from Standard III onwards :

Provided that it shall not be obligatory in the case of approved schools in the border areas of linguistic regions, in which the medium of instruction is not the local regional language, to teach the local regional language to the pupils in such schools, unless so directed by the State Government.

(4) Notwithstanding anything contained in the preceding sub-rules, in schools in the Bombay Suburban District in which instruction is imparted through one of the three regional languages of the State, there shall be no compulsion to teach any other regional language. The teaching of one of the three regional languages shall, however, be compulsory from standard III onwards in such schools in which instruction is imparted through any language other than the three regional languages of the State.

Note 1.—A language shall be accepted as the mother tongue of a child if the parent makes a declaration in writing that such language is the child's mother tongue.

Note 2.—The expression "local regional language" means the predominant regional language of the district for which the district school board is constituted or in which the authorised municipality concerned is situated.

Note 3.—Such other language referred to in this rule shall not be a dialect but shall be a language recognised as such by the State Government.

Note 4.—In the case of any doubt about what is a forest area, a border area, the local regional language or the medium of instruction for any school or any other point for the purposes of this rule, the matter shall be referred to the State Government and the decision of the State Government shall be final.

33. *Opening of new schools.*—A district school board with the previous sanction of Government and a municipal school board, so far as the budget provision made by the authorised municipality will allow, may, wherever necessary, open new primary schools. If such new primary schools are to be opened in areas of non-authorised municipalities, the district school board or authorised municipality, as the case may be, shall while determining the location of such schools give due consideration to the suggestions, if any, made by such non-authorised municipality.

34. *Provision for grants to approved private schools.*—It shall be the duty of every authorised municipality to make such provision in its budget as will enable the approved private schools in its area to receive grants at the rates prescribed in Chapter VII of these rules.

35. *Facilities for children of backward communities, and other indigent children.*—(1) Every district school board or authorised municipality shall pay special attention to the education of the backward communities and may, so far as its budget provision will allow, make special provision for scholarships and hostels for children of these communities. It may also make provision for supplying free of cost books and slates for indigent pupils of all communities.

(2) Every district school board or authorised municipality shall, so far as its budget provision will allow, continue to maintain special facilities already provided for the backward communities at the time these rules come into force.

(b) Staff.

36. *Schedule of staff.*—(1) Every district school board shall maintain a schedule of staff, permanent or temporary, sanctioned by Government setting forth the designations, grades, pay and nature of appointment of different members of the staff. No change or alteration in this schedule shall be made without the previous sanction of Government.

(2) Every municipal school board shall prepare a schedule which the authorised municipality shall sanction, with or without modifications, of the staff permanently required by it setting forth the designations, grades and pay of the different members of the staff.

In addition, the municipal school board may with the sanction of the authorised municipality employ such temporary staff as may be required provided that the period of appointment of such temporary staff shall not exceed three years except with the sanction of Government and provided further that the expenditure on such

staff (whether permanent or temporary) shall not be admitted for grant unless it has been previously sanctioned and held admissible for grant by Government.

37. *Teachers.*—(1) Every district school board or authorised municipality shall ensure that the number of pupils on the rolls of a class in charge of a primary school teacher and, if a teacher is in charge of more than one class, the total number of pupils on the rolls of all such classes does not, save in special circumstances, exceed 40 in any session.

(2) Every district school board or authorised municipality shall, as far as possible, maintain one extra primary school teacher in addition to the ordinary class teachers maintained in accordance with sub-rule (1) if the number of pupils in a primary school exceeds 200.

(3) The "shift system" by which a certain proportion of the pupils attends school in one session and the remainder in another session during the day, the same teacher attending at both sessions, shall be adopted in standards I and II in all schools in an area of compulsion except the basic schools or schools in which craft is introduced and may, in other areas, be adopted for classes up to standard IV in single-teacher schools:

Provided that in such cases no teacher shall be entrusted with more than two classes or 40 pupils during either session:

Provided further that the Director may, in special circumstances, exempt any particular school from the operation of this sub-rule.

(4) It shall be the duty of every district school board or authorised municipality to depute every year for training such number of untrained primary school teachers employed by or under it as the Director may require and to make adequate provision for the purpose in its budget. Every primary school teacher who is deputed for training by a district school board or authorised municipality shall, if he holds a permanent appointment, be paid by the said board or Municipality, as the case may be, his substantive pay and such allowances as Government may direct from time to time, for the whole period of his training and shall be considered as on duty for the purposes of leave, pension, provident fund and increments.

38. *Attendance Officers.*—In an area of compulsion, the district school board or authorised municipality shall, with the approval of Government, maintain a staff of attendance officers on the following scale for enforcing the attendance of children liable for compulsion unless the number of children to whom a scheme applies does not, in its opinion, justify maintenance of such officers in accordance with such scale:—

(*a*) Not less than one attendance officer for every 3,000 pupils liable for compulsion in rural areas and 5,000 pupils in the area of a non-authorised municipality.

(*b*) Not less than one attendance officer for every 5,000 pupils liable for compulsion in the case of an authorised municipality.

39. *Authorised municipality to appoint clerks and other staff.*—An authorised municipality shall, after taking into consideration the recommendations of the municipal school board, make new appointments of clerks and of staff other than the assistant Administrative Officers, Supervisors, Attendance Officers, teachers and inferior servants.

40. *Loan or transfer of services of staff.*—Subject to the provisions of the Act, a district school board on the recommendation of the Administrative Officer and an Authorised Municipality on the recommendation of the School Board may sanction the loan or transfer of the services of any member of the staff maintained by it under section 20 of the Act to another district school board or authorised municipality or Government or private institution on such terms and conditions as may be mutually agreed upon between it and such other board or municipality or Government or private institution.

41. *Reinstatement, re-employment or extension of service.*—A district school board on the recommendation of the Administrative Officer and an authorised municipality on the recommendation of the School Board may sanction re-instatement or re-employment or extension of service to any member of the staff maintained under section 20 :

Provided that no such member who has been convicted and sentenced by a criminal court for any offence committed by him while on duty or on leave shall be reinstated or re-employed unless the school board or the authorised municipality, as the case may be, decides by a majority of $\frac{2}{3}$rds of the whole number of members that there are extenuating circumstances justifying such re-instatement or re-employment.

42. *District school board or authorised municipality to replace the services of the lent staff.*—A district school board or an authorised municipality, as the case may be, may replace at the disposal of Government the services of any assistant Administrative Officer, Supervisor, Attendance Officer, clerk, inferior or other servant if the services of such person have been lent by Government :

Provided that six months' previous notice shall be given to Government of the intention to replace such services.

(c) Buildings and Equipment.

43. *Provision of accommodation and equipment in primary schools.*—(1) It shall be the duty of every district school board or authorised municipality to provide as far as possible, accommodation and equipment as prescribed in section C of Chapter VII of these rules.

(2) In the district school board area, new primary school buildings for schools maintained by the District School Board shall be constructed and extensions to existing primary school buildings, owned by the district school board, shall be carried out by the district building committee of the district in accordance with the rules framed and instructions issued from time to time by Government. Special or ordinary repairs to its primary school buildings shall be carried out by the district school board.

(3) In the areas of an authorised municipality, new primary school buildings for schools maintained by the municipality shall be constructed and extensions or special or ordinary repairs to its existing primary school buildings shall be carried out by the authorised municipality.

(4) A district school board or authorised municipality shall prepare and execute trust deeds, agreements or other instruments, as may be laid down by Government from time to time for building grants paid by Government for schools maintained by it and also prepare and execute agreements and leases in respect of any premises rented by it for the purposes of a primary school.

(d) Other Duties and Functions.

44. *Preparation of schemes for voluntary expansion.*—Subject to the provisions of rule 200 a district or municipal school board may prepare and introduce a scheme for the expansion of primary education on a voluntary basis.

45. *Preparation of draft regulations by municipal school board.*—A municipal school board shall prepare draft regulations to be made by the authorised municipality under section 17 (*3*) of the Act.

46. *Notice to the Director of the removal of the Administrative Officer.*—Whenever an Administrative Officer, who is a Government servant and whose services have been lent by Government to an authorised municipality to which Government has delegated the power to appoint an administrative officer under section 22 (*1*) of the Act, is removed from that office by a resolution passed by at least two-thirds of the whole number of councillors of the municipality, the municipality shall at once communicate to the Director its decision as regards such removal.

47. *Orders to be transmitted through the Administrative Officer.*—Every general or special order or instruction relating to the administration and control of primary schools or to the conduct or discipline of the staff issued by the school board or the authorised municipality, as the case may be, shall be transmitted through the Administrative Officer.

B—Duties and Functions of the Chairman.

48. *Duties and functions of the Chairman.*—Subject to the provisions of the Act and these rules the Chairman of a School Board shall—

(*a*) watch over the general administration of primary education in the area of the district school board or authorised municipality, as the case may be, and submit to the school board all questions connected therewith which require its decision;

(*b*) arrange to call the meetings of the school board other than the first meeting convened for electing the chairman, and shall fix the place, date and time of such meetings;

(*c*) preside over such meetings;

(*d*) attend meetings of the staff selection committee or the appellate tribunal constituted under sections 23 (*1*) and 24 (*2*) of the Act and perform his duties as member of such committee or tribunal unless prevented by sickness or other reasonable cause in which case the Vice-Chairman shall act on his behalf;

(*e*) sanction, on the recommendation of the Administrative Officer, changes in the dates of birth and names of pupils attending primary schools;

(*f*) if he is the chairman of a district school board, tour in the district for not less than eighteen days in every three months for carrying on propaganda for the expansion of primary education, for keeping himself in touch with the progress of primary education in the district, and for performing such other duties as may be entrusted to him by the district school board and keep a diary recording the places visited and the work done by him at such places for the board's information.

49. *Emergency duties of the Chairman.*—The Chairman of the school board may, in case of emergency, perform such acts as may appear to him to be necessary provided that any of the provisions of the Act or these rules are not thereby contravened and provided further that he shall report at the next ordinary meeting of the school board the action taken and reasons therefor to the school board.

C—Duties and Functions of the Vice-Chairman.

50. Subject to the provisions of the Act and these rules, the vice-chairman of the school board shall—

(*a*) perform such of the duties of the chairman as the chairman may, from time to time, delegate to him,

(*b*) in the absence of the chairman, preside over the meetings of the school board, and

(*c*) pending the election of a chairman or if the chairman is for any reason unable to perform his duties, perform the duties of the chairman.

D—Contracts and Compromises.

51. *Mode of executing contracts.*—(1) The chairman of a district school board may, on behalf of the board, enter into any contract or agreement in such manner or form as, according to the law for the time being in force, would bind him if the contract or agreement were entered on his own behalf; provided that the amount or value of such contract or agreement shall not exceed five hundred rupees.

(2) Every other contract or agreement on behalf of a district school board shall be in writing, and shall be signed by the chairman and two other members of the Board and sealed with the common seal of the Board.

52. *Power to compromise.*—(1) A district school board with the previous sanction of Government may compromise in respect of any suit instituted by or against it or in respect of any claim or demand arising out of any contract entered into by it for such sum of money or other compensation as it may deem sufficient.

(2) A district school board with the previous sanction of Government may make compensation out of the Primary Education Fund to any person sustaining any damage by reason of the exercise of any of the powers vested in it and its officers and servants under the Act.

E—TENDERS.

53. *Preparation of an estimate.*—The Administrative Officer shall, before the 15th of July every year, prepare an estimate for all items of forms, stationery, furniture and equipment required by the schools maintained by the district school board or authorised municipality or by the school board office during the ensuing financial year in the following form :—

Description of the article.	Balance in hand.	No. or quantity required during the ensuing year.	No. or quantity to be purchased.	Estimated cost of the quantity or No. to be purchased.	Remarks.

This estimate shall be accompanied by a clear statement showing how the estimated requirements have been arrived at. The Administrative Officer shall place the estimate before the school board along with the draft school board budget. The school board shall then decide what provision should be entered in its budget for the purpose.

54. *Re-examination of the estimate.*—As soon as possible after the school board budget is sanctioned, the school board shall in consultation with the Administrative Officer re-examine the estimate with reference to the provision made in its budget for the purpose and decide which items entered in the estimate should be purchased.

55. *When tenders to be invited.*—Purchase of forms and stationery, furniture and equipment which are estimated to cost more than Rs. 500 shall be made after inviting tenders. Articles costing less than Rs. 500 may be purchased by the school board by inviting tenders or quotations. Provided that the provisions of this rule and of rules 56 to 59 shall not apply in the case of purchases made from Government or from the Local Self-Government Institute, Bombay or through the Village Industries Committee, Bombay.

56. *Manner of inviting tenders.*—(1) Contract documents with regard to the supply of forms, stationery, furniture and equipment shall be prepared by the Chairman.

(2) The Administrative Officer shall then invite tenders by advertisement in one or more newspapers having circulation in the area as may be deemed necessary.

(3) If a supply is required so urgently that advertisement is not possible, the Administrative Officer may, with the approval of the chairman, invite competitive tenders from several capable local contractors, not less than three in any case, provided that the estimated cost of the articles required does not exceed Rs. 500. In such cases, the Administrative Officer shall give detailed reasons to the school board at its next meeting for not inviting tenders by advertisement.

(4) The tenders shall always be sealed and the tenderers shall have free access to all contract documents. The notice for tenders should, in all cases, state—

(*a*) the place where and the time when the contract documents can be seen and the blank forms of tenders obtained, also the amount, if any, to be paid for such forms of tender.

(*b*) the place where, the day on which and the time when the tenders are to be submitted and are to be opened.

(*c*) the amount of earnest money to accompany the tender and the amount and nature of the security deposit required in the case of the accepted tender.

(*d*) the right to reject any of the tenders received by the school board without the assignment to the tenderer of the reason for such rejection vests in the school board.

Note.—As a rule no tender shall be entertained which is not accompanied by the deposit of cash money. The amount of earnest money to be recovered from the tenderer shall be 1 per cent. of the estimated cost of the supply of forms, stationery, furniture or equipment, as the case may be, subject to a minimum of Rs. 15. The tenderers, when submitting their tenders, shall be called upon to produce evidence of their financial status from the Collector of the District or from the Government within whose jurisdiction they reside :

Provided that in the case of contracts involving an amount of Rs. 2,500 or less the production of evidence of financial status may be dispensed with at the discretion of the Administrative Officer of the school board concerned.

57. *Opening of tenders.*—At the advertised time and place, all tenders received for the same contract shall be opened by the Administrative Officer in the presence of the Chairman and of such of the intending contractors or their agents as may choose to attend. The tenders thus received shall then be signed by the Chairman and the Administrative Officer and shall thereafter be kept in custody of the Administrative Officer.

58. *Administrative Officer to offer remarks.*—Within one week of the opening of the tenders, the Administrative Officer shall scrutinise them and submit his recommendations to the School Board.

59. *Acceptance of tenders.*—As soon as possible after the receipt of the Administrative Officer's recommendations, the school board shall scrutinise such tenders with reference to the remarks offered by the Administrative Officer thereon and decide which of such tenders shall be sanctioned. Ordinarily the School Board shall sanction the lowest tender unless there is some objection to the capability of the tenderer, his financial status, the security offered by him or execution of former work or for some other sufficient cause. If a tender other than the lowest tender is accepted, the school board shall record its reasons in writing for doing so and shall when the amount involved exceeds Rs. 5,000 obtain the sanction of the Director in the case of a District School Board or of the authorised municipality in the case of a municipal school board.

CHAPTER IV.

NON-AUTHORIZED MUNICIPALITIES.

60. *Consultation with the Non-Authorised Municipalities.*—(1) A District School Board or Authorised Municipality, as the case may be, which controls approved schools in the area of a Non-Authorised Municipality may in consultation with such Non-Authorised Municipality—

(*a*) determine the location of new primary schools to be opened in the area of such Municipality ;

(*b*) close any primary school maintained by it in the area of such Municipality ;

(*c*) carry out special or ordinary repairs to primary school buildings in the area of such municipality ;

(*d*) prepare schemes for the expansion of primary education in the area of such Municipality ; and

(*e*) do any other matter connected with primary education, on which it considers consultation with such municipality to be necessary.

(2) A Non-Authorised Municipality may, of its own accord, make suggestions to the District School Board or Authorised Municipality, as the case may be, on any matter affecting primary education within its area. The District School Board or Authorised Municipality concerned shall give due consideration to such suggestions.

CHAPTER V.

ADMINISTRATIVE MACHINERY.

A—Powers and duties of the Administrative Officer.

61. *Powers and duties as the Chief Executive Officer of the School Board.*—

(1) *Duties in relation to the meetings of the School Board.*—The Administrative Officer shall be responsible for—

(*a*) arranging for the preparation of the agenda of the School Board meeting and submitting such agenda to the Chairman for his approval;

(*b*) offering in writing his remarks on each item of the agenda as approved by the Chairman;

(*c*) arranging for the issue to all members of the School Board of the notice about the place, date, time and agenda of the School Board meeting;

(*d*) attending all meetings of the School Board and the important ones of its sub-committees, and answering such questions and supplying such information as may be put or called for in such meeting. (He shall not, however, be entitled to vote);

(*e*) arranging for the keeping of the minutes and reports of such meetings accurately and clearly;

(*f*) taking action on the minutes or reports whenever necessary; and

(*g*) doing such other work connected with the meetings of the School Board as may be found to be necessary subject to any directions given by the Chairman.

(2) *Duties in relation to Primary Schools.*—The Administrative Officer shall—

(*a*) be responsible for the general administration of all Primary Schools maintained by the District School Board or Authorised Municipality, as the case may be, and, in particular, for determining and satisfying, as far as possible, the requirements of such schools in regard to accommodation, staff, furniture, equipment, repairs and other general supplies, for the conduct and discipline of these schools as educational institutions, for the organisation of annual examinations in such schools and for their periodical visitation with a view to checking their day to day working;

(*b*) determine and pay grant-in-aid to approved private schools on behalf of the School Board;

(*c*) be responsible for carrying out the suggestions made from time to time by the officers appointed by Government under section 48(*1*) of the Act in connection with the schools maintained by the District School Board or Authorised Municipality.

(3) *Duties in regard to schemes of expansion.*—The Administrative Officer shall—

(*a*) arrange for the preparation of the draft schemes for the expansion of primary education on a voluntary or compulsory basis either on his own motion or according to the directions received from Government, Director or the School Board or the Authorised Municipality, as the case may be;

(*b*) submit to the School Board proposals for additional expenditure;

(*c*) if he is the Administrative Officer of a District School Board, be responsible for carrying out the provisions of a sanctioned scheme; and

(*d*) do such other work in connection with the schemes of expansion as may be found necessary.

(4) *Duties with regard to Financial matters.*—The Administrative Officer shall be responsible for—

(*a*) arranging for the timely preparation of the annual or revised or supplementary budget of the School Board and of the reappropriation statement ;

(*b*) reporting on the financial effect of all proposals for the expansion of primary education or new items of expenditure ;

(*c*) answering all objections raised by the Auditors ; and

(*d*) for the general administration, maintenance and use of the Primary Education Fund.

(5) *Duties in relation to educational matters.*—(*a*) It shall be the duty of the Administrative Officer to advise the School Board generally on all matters connected with primary education in its area and on the working of the schemes of educational expansion.

(*b*) In particular, and without prejudice to the generality of the foregoing clause, the Administrative Officer shall—

(*i*) make recommendations to the School Board in regard to the taking over of private schools or the development of the existing lower grade schools maintained by the District School Board or Authorised Municipality into full-grade schools or the places where new schools should be opened ;

(*ii*) make, on the basis of the Deputy Educational Inspector's remarks, recommendations to the School Board for the first recognition or the payment of grant-in-aid to a private school or for the withdrawal of such recognition or grant-in-aid;

(*iii*) recommend to the School Board the distance measured according to the nearest road between an approved school and the residence of a child for the purposes of clause (*c*) of section 33 of the Act ;

(*iv*) recommend to the School Board the grant of exemption from attending an approved school to a child who is receiving instruction otherwise than in an approved school ;

(*v*) be responsible for causing enquiries to be made into the needs of different villages and areas, particularly of backward areas as regards primary education ;

(*vi*) make recommendations to the School Board, in regard to the changes in the curriculum to meet local requirements ;

(*vii*) prepare draft regulations to be made by the District School Board under section 13(*3*), by the Authorised Municipality under section 17(*3*) and by the Municipal School Board under section 18(*3*) of the Act, as the case may be ;

(*viii*) be responsible for determining the requirements of school libraries and reading rooms and arrangement for the award of prizes in schools ; and

(*ix*) perform such other duties connected with educational matters as may be found necessary.

(6) *Duties with regard to the properties of the District School Board and Authorised Municipality.*—(*a*) The Administrative Officer shall be responsible for—

(*i*) arranging for the maintenance of an inventory of all properties—moveable and immoveable—vesting in, held by or under the control of the District School Board or Authorised Municipality, as the case may be ;

(*ii*) ensuring that such property is properly cared for and is kept in good order ;

(*iii*) arranging for the carrying out, so far as the School Board budget will allow, of special or ordinary repairs to school and other buildings belonging to the District School Board or Authorised Municipality ;

(*iv*) assisting the District Building Committee, District School Board or Authorised Municipality, as the case may be, in regard to alterations, enlargements or improvements in school and other buildings belonging to the District School Board or Authorised Municipality ;

(*v*) performing such other duties connected with the property of the District School Board or Authorised Municipality as may be found necessary.

(*b*) The Administrative Officer of a District School Board, as Secretary of the District Building Committee in the District shall be responsible for—

(*i*) arranging for the collection of all available information about the sites and existing accommodation in schools maintained by the District School Board, the additional accommodation required for such schools, the amount of grant sanctioned by Government to the District Building Committee in any year for the construction and extension of school buildings, the contributions received from the villagers or Non-Authorised Municipal areas for the purpose, the number of buildings that can be constructed or extended with the help of such grant and contributions ;

(*ii*) recommending to the District Building Committee priority for construction or extension of school buildings in the District School Board area ;

(*iii*) attending all meetings of the District Building Committee ;

(*iv*) taking steps, as soon as the District Building Committee decides to construct or extend any primary school building, to—

(*a*) select, acquire and/or purchase the site for the school building,

(*b*) invite tenders for construction or extension of the building and place such tenders with his remarks before the District Building Committee for its orders,

(*c*) get the building work supervised by the Public Works Department officers and obtain from them a valuation certificate after the building is constructed or extended, as the case may be,

(*d*) arrange for handing over the building to the District School Board after completion ;

(*v*) arranging for the maintenance of the accounts of the funds under the control of the District Building Committee ; and

(*vi*) doing such other work connected with the District Building Committee as may be found necessary.

(7) *Duties with regard to general administrative matters.*—The Administrative Officer shall—

(*a*) assist the School Board Chairman with regard to the preparation of contract documents for the supply of forms, stationery, furniture or equipment for which tenders are required to be called for, invite such tenders and place them before the School Board for orders with his recommendations ;

(*b*) cause enquiries to be made into applications for changes in the names and birth dates of pupils attending primary schools and submit his recommendations to the School Board Chairman after full investigation into the circumstances necessitating such changes and recording in writing reasons for such changes ;

(*c*) cause enquiries to be made into complaints received from the public or otherwise on any matter affecting primary education in his jurisdiction ;

(*d*) tour in the district, if he is the Administrative Officer of a District School Board, for such minimum number of days as may be laid down by the Director in this behalf for watching over and generally for keeping himself in touch with the administration of primary education in the district ;

(*e*) arrange for the annual inspection of schools maintained by the District School Board or Authorised Municipality in consultation with the Deputy Educational Inspector ; and

(*f*) arrange for the consolidation of the annual statistics of schools, pupils, etc. and for the preparation of the annual report on the administration of primary education in the area of the District School Board or Authorised Municipality, as the case may be.

62. *Duties as Secretary of the Staff Selection Committee.*—The Administrative Officer shall—

(*a*) cause to be prepared every year a rough estimate of the vacancies likely to arise during the course of the year among the staff (excluding the inferior staff) maintained by a District School Board or among the posts of Assistant

Administrative Officers, Supervisors, Attendance Officers and teachers maintained by the Authorised Municipality, as the case may be;

(*b*) invite, by advertisement in the local newspapers, applications from qualified candidates for such vacancies if candidates already selected by the Staff Selection Committee are not available to fill such vacancies;

(*c*) cause a statement to be prepared showing the names of all candidates who have applied for the advertised vacancies, their age, community, qualifications, previous experience and other particulars and place such statement before the Staff Selection Committee;

(*d*) arrange to call for interviews such candidates whom the Staff Selection Committee desires to interview, and prepare a list of selected candidates;

(*e*) cause a statement to be prepared in accordance with the directions given by the Director showing the names of teachers recommended for training, their age, community, qualifications and other particulars and place such statement before the Staff Selection Committee for its orders;

(*f*) fix in consultation with the other members of the Staff Selection Committee the place, date and hour of the meeting of the Staff Selection Committee;

(*g*) attend all meetings of the Staff Selection Committee; and

(*h*) do such other work connected with the Staff Selection Committee as may be found necessary.

63. *Powers and duties with regard to the Staff of a District School Board or Authorised Municipality*—(1) *Appointments.*—(*a*) The Administrative Officer shall have power to appoint inferior servants.

(*b*) The Administrative Officer of a District School Board shall—

(*i*) in his capacity as Administrative Officer, issue orders of appointments of candidates selected by the Staff Selection Committee for posts of teachers;

(*ii*) on behalf of the District School Board, issue orders of appointments of candidates selected by the Staff Selection Committee for posts of Assistant Administrative Officers, Supervisors, Attendance Officers, Clerks and other posts (excluding posts of teachers and inferior servants) in accordance with the directions given by the Staff Selection Committee; and

(*c*) The Administrative Officer of a Municipal School Board shall—

(*i*) in his capacity as Administrative Officer, issue orders of appointments of candidates selected by the Staff Selection Committee for posts of teachers;

(*ii*) on behalf of the Authorised Municipality issue orders of appointments of candidates selected by the Staff Selection Committee for the posts of Assistant Administrative Officers, Supervisors and Attendance Officers in accordance with the directions given by the Staff Selection Committee; and

(*iii*) recommend to the Municipal School Board the names of candidates for new appointments to posts mentioned in rule 39 of these rules.

(2) *Administrative Control.*—The Administrative Officer shall have power—

(*a*) to supervise, control and co-ordinate the work of the staff maintained by the District School Board or Authorised Municipality under section 20 of the Act;

(*b*) to promote, transfer, censure, fine, withhold increments of, reduce, suspend, remove, or dismiss any member of such staff, subject to such general instructions as may, from time to time, be issued by the Director in this behalf:

Provided that no order of reduction, removal or dismissal shall be passed unless an enquiry has been made into the conduct of such member by the Administrative Officer or by a person authorised by him in this behalf in accordance with the procedure laid down in the Bombay Civil Services Conduct Discipline and Appeal Rules.

Note.—The removal or dismissal of any person under this clause may involve the loss of the whole or part of any pension admissible to such person or of such portion of the provident fund as is contributed by the District School Board or Authorised Municipality;

(*c*) to grant casual or any other kind of leave to any such member: provided that if the period of leave exceeds three months, the leave shall be sanctioned by the School Board;

(*d*) to recommend, in consultation with the Assistant Administrative Officer, if there be any, to the School Board the reinstatement or re-employment of or extension of service to any member of the staff maintained under section 20 of the Act; and

(*e*) to recommend to the Staff Selection Committee the names of teachers to be deputed for training.

64. *Delegation of powers and duties.*—(1) The Administrative Officer may delegate to his assistants the powers mentioned in the sub-joined statement to the extent and subject to the conditions specified therein:—

Serial No.	Designation of the Administrative Officer's assistants.	Nature of power delegated.	Extent of delegation.	Conditions.
1	Assistant Administrative Officer of the beat.	(1) Power to sanction casual leave to Attendance Officers, and head teachers in his beat.	Not exceeding 7 days at a time.	
		(2) Power to sanction privilege or earned leave or leave on medical certificate to head teachers and primary school teachers.	Not exceeding two months at a time.	The leave must be certified as admissible by the Accountant of the School Board. A report of the leave so sanctioned shall at once be made to the Accountant of the School Board and the Administrative Officer.
2	Office Superintendent.	Power to sanction casual leave to School Board clerks and peons.	Not exceeding 5 days at a time.	
3	Head Clerk (if there is no office Superintendent).	Power to sanction casual leave to School Board clerks and peons.	Not exceeding 5 days at a time.	
4	Head Teachers ..	Power to sanction casual leave to assistant teachers and peons.	Not exceeding 7 days at a time.	

(2) The Administrative Officer may at any time withdraw any or all of the powers so delegeted.

65. *Securities to be furnished by the Administrative Officer.*—(1) The Administrative Officers who are appointed by Government and who handle money shall furnish security in favour of the Governor of Bombay, as follows:—

	Rs.
(*i*) Administrative Officers in Bombay Educational Service Class II.	2,000
(*ii*) Administrative Officers other than those specified in clause (*i*).	1,000
(*iii*) Assistant Administrative Officer (in cases in which the power to make disbursements has been delegated to him).	(Half of the amount prescribed for the Administrative Officer of the School Board concerned).

(2) The Administrative Officers appointed by municipalities which are Authorised Municipalities and which are empowered under section 22 (*1*) of the Act to appoint

such Administrative Officers who handle money shall furnish security in favour of Authorised Municipality concerned, as follows, namely :—

	Rs.
(*i*) Administrative Officers whose maximum pay exceeds Rs. 300.	2,000
(*ii*) Administrative Officers whose maximum pay does not exceed Rs. 300.	1,000
(*iii*) Assistant Administrative Officer (in cases in which the power to make disbursements has been delegated to him).	(Half of the amount prescribed for the Administrative Officer of the School Board concerned).

B—Duties of the staff maintained by a District School Board or Authorised Municipality.

66. *Duties of the Assistant Administrative Officer.*—The Assistant Administrative Officer shall—

(*a*) assist the Administrative Officer in the performance of the Administrative Officer's duties so far as his beat is concerned ;

(*b*) further exercise such powers as may be delegated and perform such duties as may be assigned to him by the Administrative Officer with regard to educational matters in his beat ;

(*c*) subject to the instructions of the Administrative Officer, supervise the work done by the Attendance Officers and primary school teachers in his beat and be responsible for their conduct, discipline and efficient work and may recommend transfers of teachers.

67. *Duties of Supervisors and engineering staff.*—(1) It shall be the duty of the Supervisor to do such work connected with primary education, including craft and physical education, as may be entrusted to him by the Administrative Officer. In particular the Supervisor shall assist in—

(*a*) the inspection of such schools as may be assigned to him ;

(*b*) visiting schools in his beat with a view to checking their day-to-day working;

(*c*) the organisation of school examinations ;

(*d*) the conduct of such enquiries connected with schools as may be entrusted to him by the Administrative Officer or the Assistant Administrative Officer ;

(*e*) the organisation of educational conferences or refresher courses with a view to discussion on educational problems or improvement in the class room work ;

and

(*f*) the work of the Attendance Officer, if in the opinion of the Administrative Officer or the Assistant Administrative Officer such help is necessary in any area where the enrolment and attendance of children are unsatisfactory.

(2) It shall be the duty of the engineering staff to assist the Administrative Officer in the following matters, namely :—

(*a*) maintenace of all school and other buildings belonging to the School Board, in good repair ;

(*b*) carrying out annual and special repairs to such buildings ;

(*c*) visiting schools if a complaint about their condition is received from the head teacher or supervisor or Assistant Administraitve Officer or Assistant Deputy Educational Inspector ;

(*d*) giving advice to the Administrative Officer with regard to the additions, alterations or improvements in existing buildings ;

(*e*) preparation of plans and estimates in connection with the alterations in, or extension to, the existing buildings or the construcetion of new buildings ;

(*f*) carrying on negotiations for the purchase or acquisition of sites for school buildings or play grounds ;

(*g*) preparation of tender papers for the erection of new buildings or for additions or alterations to the existing buildings ;

and

(*h*) generally to advise District Building Committees in the construction of new school buildings and supervise the building operations.

68. *Duties of Attendance officers.*—Subject to the instructions that may be issued by the Administrative Officer, the Attendance Officer, so far as his beat is concerned, shall be responsible for—

(*a*) the organisation and supervision of the census work and collection of statistics for the preparation of a scheme of compulsion ;

(*b*) the maintenance of a correct and up-to-date census register ;

(*c*) the issue of attendance notices ;

(*d*) the enrolment of all children liable for compulsion in schools within 2 months of the commencement of the school year ;

(*e*) arranging for the receipt of reports about enrolment and attendance from head teachers of all primary schools and submission of monthly reports on attendance to the Administrative Officer ;

(*f*) visiting schools and homes of pupils who are not enrolled or are irregular in attendance or are absent from schools ;

(*g*) issuing of warnings and attendance orders : provided the necessary power has been delegated to him ;

(*h*) the enforcement of compulsory attendance by preparing cases for prosecution and if authorised in this behalf by the Administrative Officer by lodging complaints before a Magistrate, village bench, or other person empowered in this behalf by the District Magistrate ; and

(*i*) such other work including inspection and supervision work as may be assigned to him by the Administrative Officer or Assistant Administrative Officer from time to time.

Note.—The duties of the Attendance Officers are set out in greater detail in Schedule E.

69. *Duties of Clerks.*—(1) *Duties of Office Superintendent.*—The Office Superintendent shall—

(*a*) assist the Administrative Officer in the disposal of all School Board Office work ;

(*b*) subject to the instructions and general control of the Administrative Officer, supervise and control the clerical and inferior staff in the School Board Office and be responsible for their conduct, discipline and efficient work and for the general organisation of the School Board Office ;

(*c*) check the drafts put up, the calculations made, and other work done by the clerical staff in the School Board Office ;

(*d*) himself do such original work of ministerial nature as may be entrusted to him by the Administrative Officer ;

(*e*) open letters, if so authorised by the Administrative Officer, received in the School Board Office and bring important or urgent letters or correspondence to the notice of the Administrative Officer ;

(*f*) if so authorised by the Administrative Officer, sign letters issued from the School Board Office the draft of which has been approved by the Administrative Officer and which are not addressed to the President of the District Local Board, or Authorised Municipality, Educational Inspector or Director of Public Instruction or Government ; and

(*g*) furnish security in favour of the District School Board or Authorised Municipality, as the case may be, the amount of which shall be half of the amount prescribed for the Administrative Officer of the District School Board or the Authorised Municipality.

(2) *Duties of Head Clerk.*—(*a*) Where there is no Office Superintendent or during the absence on leave of the Office Superintendent, the Head Clerk shall perform all duties of the Office Superintendent and furnish security in favour of the District

School Board or Authorised Municipality, as the case may be, the amount of which shall be half of the amount prescribed for the Administrative Officer of the District School Board or Authorised Municipality.

(*b*) Where there is an Office Superintendent the Head Clerk shall—

(*i*) assist the Administrative Officer and the Office Superintendent in the disposal of all School Board work other than the work pertaining to financial matters;

(*ii*) subject to the instructions of the Administrative Officer and Office Superintendent and subject to their general control supervise, control and co-ordinate the work of the clerical staff in the School Board Office other than the accounts staff;

(*iii*) check the drafts put up, the calculations made and other work done by the clerical staff in the School Board Office other than the accounts staff;

(*iv*) himself do such original work as may be entrusted to him by the Administrative Officer or Office Superintendent.

Note.—Where no separate post of Accountant has been sanctioned the head clerk shall be deemed to be accountant and shall perform the duties of both the posts.

(3) *Duties of the Accountant.*—The Accountant of a School Board shall—

(*a*) subject to the instructions given by the Administrative Officer, prepare the annual, revised or supplementary budgets of the School Board and the re-appropriation statements;

(*b*) assist the Administrative Officer—

(*i*) in reporting on the financial effect of all proposals for the expansion of primary education or new items of expenditure,

(*ii*) in answering all objections raised by the Auditors;

(*c*) be responsible for—

(*i*) keeping a constant watch on the progress of the expenditure of the School Board,

(*ii*) arranging for the payment of the salaries and allowances of the staff maintained by a District School Board or Authorised Municipality,

(*iii*) making due payment of all other moneys payable by the School Board,

(*iv*) arranging for the recovery of all moneys due to the School Board,

(*v*) keeping accounts of the articles of dead stock in schools or in School Board Office,

(*vi*) keeping the accounts of the funds of the District Building Committee,

(*vii*) the scrutiny of all bills of expenditure before passing or recommending them for payment,

(*viii*) regulating the keeping of accounts of all receipts and expenditure of the School Board and of provident and pension funds,

(*ix*) keeping up-to-date the service books of all School Board employees,

(*x*) keeping leave accounts of all School Board employees,

(*xi*) preparing pension papers and arranging for the payment of pensions, gratuities and provident funds to all members of the staff of the District School Board or Authorised Municipality, and

(*xii*) for such other School Board work relating to accounts as may be entrusted to him by the Administrative Officer;

(*d*) furnish security in favour of the District School Board or Authorised Municipality, as the case may be, the amount of which shall be half of the amount prescribed for the Administrative Officer of the District School Board or Authorised Municipality.

(4) *Duties of other clerks.*—The remaining School Board clerks shall be responsible for such School Board work as may be allotted to them by the Office Superintendent, Head Clerk, Accountant or Overseer under whom they may be working. The clerks in School Board Office who handle money shall furnish security in favour of the District School Board or Authorised Municipality, as the case may be, the amount of which shall be one-fourth of the amount prescribed for the Administrative Officer of the District School Board or Authorised Municipality.

70. *Duties of Primary School Teachers.*—(1) *Duties of Primary school teachers.*—Subject to such instructions as may be issued by the Administrative Officer, a primary school teacher shall—

(*a*) be primarily responsible for the efficient and effective education including physical education of the pupils in his charge ;

(*b*) attend the school punctually, be present in the school during the appointed school hours and devote his whole attention to teaching or class work and shall not do any private or official work during these hours except that on the last day of the month not more than three hours may be devoted to completing the registers for the month ended and writing out the registers for the ensuing month and preparing such other monthly registers or reports as may be required by the head teacher ;

(*c*) take roll call at the expiry of the first period or hour in each session in the morning or forenoon and in the afternoon or evening ;

(*d*) make all possible efforts to improve the attendance in his school—

(*i*) by inducing the parents of children, especially children of the compulsory age group, to get their children enrolled in school and to attend school regularly,

(*ii*) by establishing personal contact with parents of non-attending children, enquiring about the cause of their absence or irregular attendance, and inducing them to cause their children to attend school regularly ;

(*e*) assist the head teacher and the Attendance Officer in the work pertaining to the census of children and collection of census statistics and serve attendance notices if so required by the Attendance Officer ;

(*f*) collect fees, if any, from pupils in his charge and hand over the amount of such fee collections to the head teacher as directed by him ;

(*g*) be responsible for keeping accurately and neatly the necessary registers and other records as required by the head teacher ;

(*h*) assist the head teacher as required by him, in the general organisation of the school including games and sports, in keeping the school building and premises clean in holding annual or periodical examinations, in arranging extra curricular activities, and in distributing books, slates, educational requirements, milk, meals and clothes to pupils in his charge ;

(*i*) be responsible for inculcating in his pupils habits of cleanliness and neatness and respect for orderly behaviour and participate in activities organised for the purpose ;

(*j*) under the directions of the head teacher, assist the villagers in developing corporate life, in organising festivals, sports and gymnastics in the village and generally improving the condition in the village ;

(*k*) promote communal harmony and good will among his pupils and see that no disability of any kind is imposed on any pupils on the ground of his caste or community ;

(*l*) abstain from taking active interest in any political or communal organisation or from canvassing in support of any candidate for any election in the area of the District School Board or Authorised Municipality ;

(*m*) not join any association or union of teachers or of teachers and others or take part in the activities of any such body unless the association or union is recognised by Government ;

(*n*) perform such other duties or conform to such other instructions relating to primary education as may be required of or be issued to him by the Administrative Officer or the head teacher.

(2) *Duties of Head Teacher.*—In addition to his duties as a primary school teacher in respect of the class or classes taught by him personally, a head teacher of a primary school, subject to such instructions as may from time to time be issued by the Administrative Officer, shall—

(*a*) be generally responsible for the efficient and effective education including physical education of all pupils in his school ;

(*b*) attend the school punctually, be present in the school during the appointed school hours, devote his whole attention to the school work and shall not do any private work during the school hours ;

(*c*) be responsible for ensuring that the school property of every description is properly cared for and for keeping the school premises clean and tidy. Any damage done to such property should be reported by the Head Master, to the Administrative Officer or the village or Municipal School Committee. If so authorised by the Administrative Officer, he should carry out repairs to the school building and keep proper accounts of the expenditure incurred on that account ;

(*d*) be responsible for the arrangement of pupils in their classes and for their promotion to higher standards according to their progress during the year and the results of the annual examination ;

(*e*) be accountable for any undue stagnation especially in lower standards ;

(*f*) make all possible efforts to improve attendance in his school by—

(i) inducing the parents of school-going children to get their children enrolled in schools and to attend school regularly,

(ii) establishing personal contact with parents of non-attending children, enquiring into the cause of their absence or irregular attendance, and inducing them to cause their children to attend the school regularly ;

(*g*) assist the attendance officer of the beat in enforcing attendance of school-going children by—

(i) reporting to him the absence of any school-going child who has not been exempted from attendance or granted leave of absence under these rules,

(ii) sending a report to him by the 5th of every month about the names of all non-attending children who have not been exempted from attendance or granted leave of absence under these rules and of the names of all children to whom a scheme of compulsion applies and who joined and left the school in the preceding month,

(iii) serving attendance notices or orders if so required by the Attendance Officer ;

(*h*) be responsible for the collection and safe-custody of school fees and fines and other moneys received in the school till the time of their remittance to the Taluka teachers. (Such fees, fines or moneys shall be remitted by the head teacher to the Taluka teacher before the end of every month or earlier if possible) ;

(*i*) prepare pay bills for the school and send them to the Taluka master before such date as may be specified by the Administrative Officer in this behalf ;

(*j*) be responsible for the disbursement of pay to his assistants immediately on receipt of such pay from the Taluka teacher ;

(*k*) grant leaving certificates or extracts from the general register to the pupil or his parent on application and on the payment of prescribed fee, if any ;

(*l*) prepare the time-table of the school every year ;

(*m*) be responsible for the proper maintenance of all school registers and records ;

(*n*) be responsible for the general organisation of the school including games and sports, for holding annual or periodical examinations, for arranging extra-curricular activities and for distributing books, slates, educational requisites, milk, meals or clothes to school children ;

(*o*) deal with all correspondence in connection with the school in his charge ;

(*p*) supervise, control and coordinate the work of his assistants, be responsible for their efficiency and discipline and report forthwith to the Administrative Officer through the Assistant Administrative Officer, if any, cases which may come to his notice of misconduct or breach of discipline among his assistants ;

(*q*) inculcate in pupils attending his school habits of cleanliness and neatness and be responsible for their conduct and discipline ;

(*r*) promote communal harmony and good will among pupils in his school and ensure that no disability of any kind is imposed on any pupil on the ground of his caste or community ;

(*s*) abstain from taking active interest in any political or communal organization or from canvassing in support of any candidate for any election in the area of the District School Board or Authorised Municipality ;

(*t*) not join any association or union of teachers or of teachers and others or take part in the activities of any such body unless the association or union is recognised by Government ; and

(*u*) perform such other duties or conform to such instructions relating to primary education as may be required of or issued to him by the Administrative Officer.

(3) *Duties of Taluka Teachers.*—In addition to his duties as a primary school teacher or head teacher, as the case may be, a Taluka teacher, subject to such instructions as may, from time to time, be issued to him by the Administrative Officer, shall—

(*a*) be responsible for collecting the pay bills of all schools in the Taluka and forwarding them to the Administrative Officer before such date as may be specified by the Administrative Officer in this behalf ;

(*b*) be responsible for cashing the cheques or cash orders in regard to the pay and other bills of all schools in the Taluka and for disbursing the pay and other bills ;

(*c*) forward to the Government Treasury every month before such date, as may be specified by the Administrative Officer in this behalf, collection of fees, fines and other moneys received from the head teachers in the Taluka in the preceding month, pass receipts to the head teachers concerned, send the treasury receipts to the Administrative Officer and keep the duplicate receipt for his record ;

(*d*) be responsible for the distribution of orders, circulars, books, stationery, furniture, equipment etc., received from the School Board Office among the primary schools in the Taluka in accordance with the instructions given to him ;

(*e*) furnish in favour of the District School Board security of Rs. 400 ; and

(*f*) perform such other duties or conform to such instructions as may be required of or be given to him by the Administrative Officer.

Note.—To enable the Taluka teacher to discharge his duties efficiently, he shall be given light charge of duties as head teacher or primary school teacher as the case may be.

C—Proccdure for Appeals.

71. *How appeal to be submitted.*—(1) Every appeal under sub-section (2) of section 24 of the Act shall be duly signed by the appellant and shall be submitted to the tribunal in triplicate by registered post, through the Administrative Officer so as reach the Administrative Officer within 30 days of the date of the order appealed against.

(2) Every appellant shall submit his appeal separately and no joint appeal shall be entertained.

(3) No advance copy of the appeal shall be sent to an officer or authority higher than the Administrative Officer.

72. *Contents of the Appeal.*—(1) Every appeal shall—

(*a*) contain all material statements and arguments relied on by the appellant;

(*b*) contain no disrespectful or improper language;

(*c*) be accompanied by a copy of the order appealed against; and

(*d*) in all other respect, be complete in itself.

(2) The appeal may be submitted in the regional language or English, as the appellant deems fit.

73. *Action to be taken by the Administrative Officer.*—(1) The Administrative Officer shall forward separately to the Chairman of the School Board and to the Educational Inspector, together with his remarks, if any, a copy of every appeal received by him, within 21 days from the date of its receipt.

(2) The Administrative Officer shall also forward to the Educational Inspector along with the copy of the appeal all the relevant papers relating to the order appealed against.

(3) The Administrative Officer shall furnish the tribunal with such other papers and information as the Tribunal may call for.

(4) It shall be the duty of the Administrative Officer to be present at all meetings of the Tribunal, to answer all questions which may be put or be allowed to be put by the tribunal and furnish such information as the Tribunal may require.

(5) The Administrative Officer shall give effect to an order passed by the Tribunal.

74. *Perusal of case papers and fixing date for meeting of the Tribunal.*—(1) On receipt of a copy of the appeal and the case papers from the Administrative Officer, the Educational Inspector shall peruse and as soon as possible pass them on to the Chairman of the School Board without any comments and fix in consultation with the Chairman the date of the meeting of the Tribunal for deciding the appeal.

(2) The Chairman shall return the case papers to the Educational Inspector without any comments at least a week before the date fixed for the meeting of the Tribunal.

75. *Meetings of the Tribunal.*—(1) The Tribunal shall ordinarily meet once in every three months, provided that there are appeals to be decided at such meeting.

(2) The meeting of the Tribunal shall be held in the office of the Chairman of the School Board or at such place, at the Head Quarters of the District, as may be agreed upon by the Chairman and the Educational Inspector.

(3) The date, time, agenda and place of the meeting shall be fixed by the Educational Inspector in consultation with the Chairman and shall be communicated by the Educational Inspector to the Chairman, the Administrative Officer and the appellant concerned, at least ten days before the date of the meeting.

76. *Appellant to attend the meeting.*—(1) The appellant shall attend the meeting of the tribunal, unless exempted by it from such attendance, on the day and at the time and place communicated to him by the Educational Inspector and shall answer all such questions as may be put by or allowed to be put by the tribunal and shall supply such information as may be required by the tribunal.

(2) The appellant shall not be entitled to appear by a pleader or any other representative before the tribunal.

(3) The appellant shall not be entitled to any travelling allowance for the journeys made by him for attending the meeting except as printed in rule 78.

77. *Tribunal to record statements and answers.*—The Tribunal may, if it considers necessary, record any statements made or any answers to any questions given by the Administrative Officer or the appellant. Such statements or answers shall be recorded in the regional language or, if the appellant understands English, in English. They shall be read out to the Administrative Officer or the appellant, as the case may be, and if necessary, explained to him and signed by the Chairman and the Educational Inspector.

78. *Decision on appeal.*—While deciding the appeal, the Tribunal shall consider—

(*a*) whether the facts on which the order of the Administrative Officer was based have been established;

(*b*) whether the facts established afford sufficient grounds for taking action; and

(*c*) whether the penalty imposed by the Administrative Officer is excessive, adequate or inadequate,

and may pass such order as it thinks proper either directing a fresh inquiry by the Administrative Officer or confirming, reversing, annulling or modifying the order passed by the Administrative Officer. In passing such order the Tribunal may also direct whether the applicant should be paid travelling allowance and/or whether he should be treated as on duty while attending the meeting of the Tribunal. Every order passed by the Tribunal shall be signed by the Chairman and the Educational Inspector.

79. *Reference to the Director.*—In the event of any difference of opinion between the Chairman of the School Board and the Educational Inspector, the Educational Inspector shall forthwith report the case to the Director, together with the statement of facts and the points on which the difference arose.

80. *Custody of appeal papers.*—Until an appeal is decided the Educational Inspector shall have custody of all papers and documents relating to the appeal. As soon as the appeal is decided, the Educational Inspector shall forthwith return to the Administrative Officer all the papers received by him from the Administrative Officer in connection with the appeal.

81. *Clerk in Educational Inspector's Office to do clerical work.*—The clerical work of the Tribunal shall be done by a clerk from the office of the Educational Inspector.

82. *Second appeal by guaranteed teacher.*—(1) A guaranteed teacher who is aggrieved by the order passed by the Tribunal and who desires to make a further appeal to Government under the proviso to sub-section (2) of section 24 of the Act, against any order of removal or dismissal shall submit his appeal to Government, through the Administrative Officer in accordance with the provisions of rules 71 and 72.

(2) The Administrative Officer shall forward every such appeal to the Educational Inspector together with his remarks, if any, and all the relevant papers within 21 days from the date of its receipt by him.

(3) The Educational Inspector shall forward every such appeal with his remarks thereon and all the relevant papers to Government through the Director within 21 days from the date of its receipt by him.

(4) The Director shall, as soon as may be convenient and not later than three months from the date of receipt by him, forward every such appeal and all the relevant papers to Government with his own remarks, if any.

(5) Government may pass such order as it considers proper on such appeal confirming, reversing, annulling or modifying the order passed by the tribunal.

(6) The Administrative Officer shall give effect to the order passed by Government.

83. *Transitory provision.*—Nothing in the foregoing rules shall operate to deprive any member of the staff of the District School Board or Authorised Municipality of any right of appeal which he would otherwise have had under the Bombay Primary Education Rules, 1924, in respect of any order passed before the date on which these rules come into force. An appeal pending at the time when, or preferred after, these rules come into force by such member in exercise of such right shall be dealt with according to the rules in force before the date on which these rules come into force.

CHAPTER VI.

Preparation and Enforcement of the Schemes of Compulsion.

A—Preparation of Schemes of Compulsion.

84. *Preparation of a rough estimate of a scheme.*—(1) When it is proposed to prepare a Scheme of compulsory primary education for any area within the limits of a District School Board under section 25 of the Act, the Director shall require the Administrative Officer of the said Board to prepare a rough estimate of such scheme in accordance with the directions given by him in this behalf and to submit such rough estimate to him for the approval of Government within a specified period. It shall be the duty of the Administrative Officer to prepare such rough estimate in accordance with the directions given by the Director and submit to the Director such rough estimate within the specified period. The Administrative Officer shall also send a copy of such rough estimate to the District School Board and communicate to the Director any comments or suggestions made by the Board thereon.

(2) When an Authorised Municipality proposes to introduce compulsory primary education up to any standard in the whole or any part of its area or is called upon to do so by Government under sub-section (2) of section 26 of the Act, it shall prepare, in consultation with its School Board, and submit for the approval of Government a rough estimate of the scheme proposed to be framed by it for the purpose so as to reach the Director at least one year and a half before the date proposed for the actual introduction of compulsion.

(3) The rough estimate of the scheme to be submitted under sub-rule (1) or (2) shall be prepared in Form C prescribed in Appendix B to these rules.

(4) Government may approve the rough estimate submitted under sub-rules (1) and (2) with or without such modifications as it deems necessary.

85. *Preparation of detailed scheme.*—As soon as the rough estimate of the scheme is approved by Government, and the fact of such approval is communicated to the District School Board or Authorised Municipality concerned, the Administrative Officer of such District School Board or Authorised Municipality shall prepare and submit through the Director for the sanction of Government detailed proposals in Form H prescribed in Appendix B to these rules for each item of the additional expenditure involved in the scheme so as to reach the Director not later than four months after the receipt of the communication conveying Government's approval of the rough estimate.

86. *Organisation of census of children.*—Before preparing a detailed scheme of compulsion and every year after the introduction of compulsion, the School Board shall cause a census to be taken of all children in the area in which compulsion is proposed to be or has been introduced. For this purpose, the Administrative Officer shall in accordance with such directions as may be given by the Director arrange—

(*i*) to fix and notify the dates on which such census is proposed to be taken;

(*ii*) to appoint the necessary enumerators and supervising enumerators, to assign specific villages or areas to each of them and to explain to them the work which they are expected to do;

(*iii*) to get, as accurately as possible, particulars of each child filled in the census form given in Form A prescribed in Appendix B to these rules; and

(*iv*) to get the census work supervised and checked by the attendance officers.

87. *Entry of name and date of birth of a child.*—(1) The name and date of birth of a child given in the census form over his signature or thumb impression by the parent shall be taken as correct and entered in the census register and the general register of the school: provided that if at the time of admission to the school or in response to the notice issued to him under rule 92, the parent of the child disputes the correctness of such date and furnishes under his signature or thumb impression a different birth date and produces proof in support of his statement, the head teacher of the school shall refer the matter to the Chairman of the School Board who, on the recommendation of the Administrative Officer, shall decide which of the two dates shall be entered in the census and general registers and such date shall then be entered in such registers.

(2) The name and date of birth entered in the registers under sub-rule (1) shall not be altered except with the sanction of the Chairman and on the recommendation of the Administrative Officer.

88. *Preparation and publication of a census register.*—(1) Immediately after the census work is completed, the Administrative Officer shall, in accordance with such directions as may be given by the Director, arrange with the help of the enumerators, supervising enumerators and attendance officers to get prepared for each village or ward of a town or city—

(*a*) a census register of all children of the ages to whom the scheme applies, already attending approved schools in Form B prescribed in Appendix B to these rules, and

(*b*) a list of all children of the ages to whom the scheme applies not attending any approved school in Form C prescribed in Appendix B to these rules.

(2) The registers and lists prepared under sub-rule (1) shall then be published.

Explanation.—The registers and lists shall be deemed to have been published—

(*a*) in a municipal area, if the registers and lists are kept open for inspection during working hours in the office of the School Board or of the Municipality and

an announcement is made in any newspaper having circulation in such area or by beat of drum that the registers and lists are kept open for inspection at such places during such hours,

(*b*) in any other area, if the registers and lists are kept open for inspection during working hours at any school in such area and an announcement is made by beat of drum that the registers and lists are kept open for inspection at such places during such hours.

89. *Fixing of maximum distance from School.*—Before a detailed scheme is prepared the School Board shall, on the recommendation of the Administrative Officer, fix the maximum distance measured according to the nearest road between an approved school and the residence of a child for purposes of clause (c) of section 33 of the Act. Such distance shall not ordinarily exceed one mile and may be different for different localities and may be less than a mile in the case of villages where communications are specially difficult throughout the year.

90. *Forms for the preparation of detailed scheme.*—After the preliminaries set out in the foregoing rules are completed, the Administrative Officer of a District School Board in accordance with the directions given by the Director and an Authorised Municipality in consultation with the Municipal School Board shall prepare a detailed scheme giving the particulars mentioned in section 27 of the Act and in Form H prescribed in Appendix B to these rules on the basis of the information for each individual village or non-authorised or authorised municipality collected in Form I prescribed in Appendix B to these rules.

91. *Submission of a detailed scheme to Government.*—(1) The Administrative Officer of a District School Board shall send two copies of the detailed scheme to the Director within the period specified in rule 85 and send another copy thereof to the District School Board. The District School Board shall offer its comments and suggestions, if any, upon the scheme within two months. If the District School Board does not offer its comments or suggestions within this period, it shall be assumed that the District School Board concurs in the scheme.

(2) The Authorised Municipality shall forward the detailed scheme to the Director in duplicate together with a copy of the resolution of the Municipality agreeing to bear its share of the additional recurring and non-recurring cost within the period specified in rule 85.

B—Enforcement of attendance under the scheme.

92. *Issue of attendance notices.*—(1) The Administrative Officer shall cause a notice to be issued in Form D given in Appendix B to these rules to the parent of every child of the ages to whom a scheme applies not attending any approved school directing him to cause the child to attend an approved school on or from a date which shall be specified in the notice. Such notice shall be given to every such parent not less than two months before the day on or from which the child must first attend the school.

(2) The notice under sub-rule (1) may be served by its delivery to the parent personally or with the previous permission of the Administrative Officer or the Attendance Officer may be affixed on the premises last occupied by the parent.

93. *Particulars of attendance notices to be communicated.*—The head teacher of each approved school in the area of compulsion shall be informed of the names and

other particulars of all children whose parents have been ordered to cause them to attend his school and of the date from which the attendance of such children is compulsory.

94. *Application for exemption from attendance.*—On receipt of the attendance notice under rule 92 if a parent wishes that his child or ward be exempted from attending a school for any of the reasons mentioned in Section 33 of the Act, he shall apply for such exemption to the Attendance Officer concerned through the head of the school which the child is required to attend.

95. *Grant of exemption from attendance or leave of absence.*—(1) If the exemption applied for under rule 94 is of a permanent nature, the Attendance Officer shall call the parent applying for exemption before—

(*a*) a village school committee constituted under Chapter XI of these rules, or

(*b*) in the area of a non-authorised municipality, a school committee, if any, constituted by such non-authorised municipality to assist the District School Board in the management of primary schools in its area, or in the absence of such a Committee, before a committee constituted by the District School Board for such non-authorised municipal area under sub-section (2) of section 61 of the Act, or

(*c*) in the area of an authorised municipality before the Committee appointed by the School Board to deal with such applications, and hear what he has to say and then in consultation with such Committee forward the application to the Administrative Officer with his recommendation whether the exemption be granted or not.

(2) If the exemption applied for is of a temporary nature the head of the school may grant such exemption and also leave of absence for a period not exceeding 7 days at a time—

(*a*) when the child is ill; or

(*b*) when any other member of his family is ill or disabled and the attendance of the child is required at home; or

(*c*) when his absence is specially required by the parent or the guardian to help him in his vocation;

and report the fact to the Attendance Officer concerned.

(3) If the period of exemption from attendance or leave of absence exceeds 7 days the head teacher shall forward the application to the Attendance Officer who may grant such exemption or leave of absence for a period not exceeding 15 days in all at a time for any of the reasons given in sub-rule (2).

(4) If the period of exemption from attendance or leave of absence exceeds 15 days at a time the Attendance Officer shall forward the application with his remarks to the Administrative Officer who may grant such exemption from attendance or leave of absence not exceeding 30 days at a time for the reasons given in sub-rule (2).

(5) Exemption from attendance or leave of absence for a period exceeding 30 days shall only be granted by the School Board.

96. *Report of Absence.*—(1) If any child liable to attend a school does not attend school as directed in the notice issued under rule 92 and if such a child has not been exempted from attendance or granted leave of absence under rule 95 the head teacher shall at once send a report of the fact to the Attendance Officer.

(2) The head teacher shall, not later than the 5th day of every month, report to the Attendance Officer and the Administrative Officer—

(*a*) the names of all children who have not attended his school without any leave of absence granted to them and stating against their names the causes of their absence from school as ascertained by him after contacting the parents of such children; and

(*b*) the names of children of the ages to which compulsion applies who have joined and left his school during the preceding month.

97. *Issue of attendance orders.*—(1) On receipt of a report about the unauthorised absence of a child from a head teacher under rule 96, the Attendance Officer shall contact the parent of such a child, hear what the parent has to say about the absence of the child and after such enquiry as he considers necessary may, if authorised by the School Board, issue an attendance order in Form E in Appendix B to these rules directing the parent to cause such a child to attend an approved school on and from a date which shall be specified in the order.

(2) In the absence of the Attendance Officer or if the Attendance Officer is not so authorised by the School Board, the Administrative Officer if authorised by the School Board may after giving the parent an opportunity of being heard and after such inquiry as he considers necessary issue an attendance order under section 34 of the Act to the parent concerned.

98. *Filing of complaints against defaulting parents.*—If the parent to whom an attendance order has been issued fails to cause his child to attend an approved school on or after the date specified in the attendance order, the Attendance Officer shall on receipt of a report about the absence of such a child from the head teacher of the school if so authorised by the Administrative Officer, file a complaint to that effect in Form F given in Appendix B to these rules with a Magistrate, village bench or the person empowered in this behalf by the District Magistrate, as the case may be.

99. *Report about the removal of a child or his parent to another place.*—If the parent of a child liable for compulsion who is attending an approved school removes the child from the town or village or ward of a city in which he or it is residing the head teacher of the school which the child attends shall inform the Attendance Officer and also the Administrative Officer of the removal of the child. If the removal is to another area of compulsion the Administrative Officer shall take steps through the Administrative Officer of such area to ensure that the prescribed notice is served on the parent requiring him to cause the child to attend an approved school within that area. It shall be the duty of the Administrative Officer to check or cause to be checked at least 5 per cent. of the removals from the area of compulsion during each year in respect of each school.

100. *Action against a person employing a child liable for compulsion.*—If a head teacher or an Attendance Officer comes across the case of a child liable to attend school compulsorily having been employed by a person as to interfere with the education or instruction of such child, a full report giving particulars of such person and the child employed shall be forthwith made to the Administrative Officer who shall then cause a warning to be issued to such a person against the employment of the child. If the warning has no effect, the Administrative Officer shall cause a complaint to be lodged against the person concerned in a Court of Law.

101. *Census of children to be taken every year in an area of compulsion.*—In any area in which compulsory primary education upto any standard has been introduced,

a census of all children shall be held every year in accordance with rule 86. At a subsequent census (*i*) the particulars of each child already filled in the census form at the preceding census shall be verified and if any modification excepting the change in the name or the date of birth of the child is found to be necessary such modification may be made in the old census form and duly initialled by the enumerator or a new census form got filled and signed by the parent of such a child and (*ii*) particulars of all children who are likely to be within the ages to which the scheme will apply at the commencement of next academic year and who were not enumerated at any previous census shall be filled in the prescribed form.

102. *Revision of the Census Register from time to time.*—It shall be the duty of the Attendance Officer to keep in his charge as a permanent record the census register prepared under rule 88 for every village or ward of a town corrected up to date by (*i*) adding from time to time the names of all children from the lists of non-attending children as soon as such children have been enrolled in approved schools and of other children of the ages to which the scheme applies who were for any reason not enumerated at the time of the census or who came to reside in the compulsory area after the census and have been enrolled in approved schools now and (*ii*) removing from it from time to time the names of all children who have been reported by head teachers to have left approved schools or been removed to areas outside the compulsory area or who have ceased to be under the scheme of compulsion for any valid reason such as (*a*) death, (*b*) completing the compulsory course, (*c*) completing the school year after completing the maximum age to which the scheme applies or (*d*) being exempted under section 33 of the Act. The Census Register shall also be revised on the basis of the census taken every year in the area of compulsion.

CHAPTER VII.

APPROVED SCHOOLS.

A—Preliminary.

103. *Approved schools to conform to rules 122 to 140.*—Every approved school shall conform to the conditions prescribed in rules 122 to 140 of these rules.

Provided that the Deputy Educational Inspector of the District may direct that all or any of the said conditions shall not apply to any particular school or a class of schools in any locality.

104. *Opening of new primary schools by the School Board.*—(1) A District School Board shall not open a new primary school or take over a private school or incur additional expenditure on primary schools maintained by it without the sanction of Government or an officer authorised by Government in this behalf.

(2) Except as otherwise provided in these rules, a Municipal School Board may, subject to the provision made in its budget, open new primary schools wherever necessary or take over private schools or incur additional expenditure on primary schools maintained by the authorised municipality.

B—Recognition of and grant-in-aid to private schools.

105. *Maintenance of a register of approved schools.*—Every School Board shall maintain in such form as may be specified by Government from time to time a register of private schools which have been recognised as approved schools for the purposes of the Act

106. *Application for recognition.*—(1) Application for the recognition of a private school as an approved school shall be made to the Deputy Educational Inspector of the District in which the school is situated.

(2) Such application shall be made after the school has been actually started and has been in existence for at least three months and shall be accompanied by a statement in Form A prescribed in Appendix C to these rules and an undertaking in writing that the conditions of the employment of teachers in the school shall as nearly as may be those specified in Schedule F. No application which is made after the 1st November shall be entertained for the year.

(3) Every approved private school shall have a manager or a correspondent whose name and address shall be communicated to the School Board. Any change in the name and address of the manager or correspondent shall forthwith be reported to the School Board.

107. *Recognition of private school.*—(1) As soon as may be convenient after the receipt of an application under rule 106, the Deputy Educational Inspector of the District in which the School is situated shall arrange for the inspection of the school and shall forward the inspection report to the school board together with his recommendations about the recognition of, and the grant-in-aid, if any, payable to, the school.

(2) The school board shall consider the inspection report and the Deputy Educational Inspector's recommendations thereon ordinarily at the next meeting and may, if it is satisfied about the need of the school in the locality, the standard of work in, and the general management of the school, recognise the school as an approved school and may, if the school also applies for grant-in-aid, direct that it should be treated as eligible for grant-in-aid from the Primary Education Fund.

(3) A School Board may, for reasons recorded in writing, reject an application for recognition. The Administrative Officer shall forthwith communicate the decision to the Manager or correspondent of the school:

Provided that a school which has been refused recognition by the School Board may submit an appeal to the Educational Inspector of the Division whose decision shall be final:

Provided further that nothing in these rules shall be deemed to prevent a school which has been refused recognition from submitting a fresh application for recognition in the next academic year.

108. *Benefits of recognition.*—(1) Every private school which has been recognised as an approved school shall be entitled to a grant, if it applies for such a grant, according to the provisions of rules 115, 116, 117 and 118 unless the School Board, on the recommendation of the Deputy Educational Inspector, directs that such grant shall not be paid to it.

(2) Recognition as an approved school shall also entitle the managers of the school:—

(*a*) to present its pupils at any public examination conducted by the Education Department of Government;

(*b*) to present its pupils as candidates for scholarships and to admit scholarship holders, and

(*c*) to claim such other benefits as Government may, from time to time, declare in this behalf.

109. *Withdrawal of recognition.*—(1) A private school which is once recognised as an approved school shall continue to be so recognised unless its recognition is withdrawn under sub-rule (2).

(2) Such recognition may, at any time, be withdrawn by the School Board on the recommendation of the Deputy Educational Inspector, if any of the conditions on which the school was recognised is not observed, or if the standard of instruction in the school falls materially below the level obtaining in public schools or if a public school is opened in the same locality and another school is not considered necessary or for other reasonable and sufficient cause :

Provided that due warning has been given to the managers of the school and that reasonable time has been allowed to them to carry out the requirements of the School Board :

Provided further that a school which is aggrieved by the decision of the school board withdrawing recognition may submit an appeal to the Educational Inspector of the Division whose decision shall be final.

110. *Application for grant-in-aid to a private school.*—(1) Application for grant-in-aid to a private school may be made simultaneously with the application for recognition or after the receipt of recognition. Such application, shall be addressed to the Deputy Educational Inspector of the District in which the school is situated. No application which is made after the 1st November shall be entertained for the year.

(2) As soon as may be convenient after the receipt of such application, the Deputy Educational Inspector shall forward to the School Board an inspection report on the school together with his recommendations about the amount of grant-in-aid to be paid to it.

(3) The School Board shall consider the inspection report and the Deputy Educational Inspector's recommendations ordinarily at the next meeting and shall, unless the school is subject to the disqualifications enumerated in sub-rule (2) of rule 111 ordinarily direct that it should be aided from the Primary Education Fund :

Provided that the School Board may refuse to grant such aid to any school if there is already in the locality an approved school classified as a public school which meets the needs of that locality :

Provided further that a school which is aggrieved by the decision of the school board under the first proviso may submit an appeal to the Educational Inspector of the Division whose decision shall be final.

111. *Refusal of grant-in-aid.*—(1) An approved private school which is once aided from the Primary Education Fund shall continue to be so aided unless the school board, on the recommendation of the Deputy Educational Inspector, directs that such aid should cease.

(2) Such direction may be given by the School Board on any one or more of the following grounds :—

(*a*) If the school is conducted for profit :

Explanation.—A *bona fide* teacher conducting a school and receiving a reasonable remuneration for his services as a teacher in the school shall not be deeme to be conducting the school for profit ;

(*b*) If the school, being the only school of its kind in the locality, makes attendance at religious instruction of a particular denomination compulsory for pupils ;

(*c*) If it does not pay to its teachers the minimum scales of pay and allowances approved by the Director in this behalf ;

(*d*) If it does not as nearly as may be possible observe the conditions of employment of teachers of private schools as laid down in Schedule F ;

(*e*) If it does not produce at the time of inspection a certificate from a registered accountant that its accounts have been verified and found correct :

Provided that this certificate shall not be demanded from a school which is in receipt of grant of less than Rs. 500 a year ;

(*f*) If, having been awarded grants for three consecutive years, it does not maintain at least the first four standards, unless it serves as a feeder school in the same locality, village or town, or it is exempted from this requirement by the Educational Inspector in special circumstances which shall be stated in writing ;

(*g*) If the teachers or pupils in the school take part or subscribe in aid of or assist any political or communal movement which leads directly or indirectly to excite disaffection against or embarrasses Government or promotes feelings of hatred or enmity between different classes or disturbs public peace or embarrasses the school board :

Provided that before giving such direction due warning shall be given to the school and reasonable opportunity given to it to carry out the requirements of the School Board :

Provided further that a school which is aggrieved by the direction of the school board refusing grant-in-aid on this ground may submit an appeal to the Educational Inspector of the Division whose decision shall be final.

112. *Allotment of grant-in-aid.*—All grants to approved private schools shall be subject to the provision made for the purpose in the budget of the District School Board or authorised municipality, as the case may be.

113. *Assessment and payment of grant.*—(1) The grant payable to an approved private school shall be assessed by the inspecting officers appointed by Government under section 48 (*1*) of the Act.

(2) The actual amount of grant to be paid to an approved private school, other than a practising school, shall be determined by the Administrative Officer after considering the recommendations of the inspecting officer. Such grants shall be paid by the Administrative Officer on behalf of the School Board. The cases of the schools which are being considered for a grant-in-aid for the first time or which are to be removed from the list of aided approved schools shall be placed before the School Board.

114. *Conditions for assessment of grants.*—In assessing the grant payable to an approved private school, the inspecting officer shall consider with due regard to the special circumstances of the school and its locality—

(*a*) whether the instruction given is sufficient in range and quality ;

(*b*) the extent to which the conditions on which the school was recognised are fulfilled ;

(*c*) whether the registers and records are duly maintained as required in rule 139 of these rules ;

(*d*) whether the teaching staff is adequate and qualified :

Explanation.—The teaching staff should be deemed to be adequate if, on an average, there are not more than 40 pupils per full-time teacher, and

(*e*) whether the members of the staff are paid regularly in accordance with the scales of pay and allowances previously approved by the Director

115. *Determination of grant-in-aid.*—(1) Normally the grant paid to an approved private school in any year is the grant for that year and shall be calculated on the number of pupils in average attendance in the school during the preceding year:

Provided that grant to an approved private school during the first year of its existence shall be based on the number of pupils in average attendance in school during the first half of the school year. Such grant shall not, however, exceed three-fourths of the estimated expenditure of the school on the pay of its teachers during the year.

(2) The maximum maintenance grant payable to an approved private school shall be limited to—

(*a*) Rs. 12 per pupil in the case of pupils of backward communities and girls, and,

(*b*) Rs. 10 per pupil in the case of other pupils:

Provided that the total grant under this sub-rule to any approved private school shall not exceed its normal admissible expenditure *minus* the fee receipts.

Note (1).—While calculating the maintenance grant payable to an approved private school, it shall be assumed that the proportion of the pupils on the rolls to teachers in the school does not exceed 40 as provided in the Explanation to rule 114(*d*). If the average number of pupils in charge of a teacher in the school exceeds 40, the grant shall be calculated on the assumption that the teacher is in charge of 40 pupils only. For purposes of grant, the number of pupils in excess of 40 in charge of a teacher shall be disregarded.

Note (2) —The normal admissible expenditure under sub-rule (2) does not include any special allowances paid to teachers or any item of expenditure, on account of which special grant may be claimed under rule 117 ;

(3) Subject to the instructions that may be issued by the Director from time to time, educational bodies or associations conducting a number of approved schools shall be entitled to grant on overhead expenditure at three-fourths of their approved expenditure under that head.

Note.—The following items of overhead expenditure are treated as approved expenditure :—

(1) Pay and allowances of the Administrative, Supervising, Clerical and inferior staff;
(2) Office contingency ;
(3) Stipends to teachers under training at the rates approved by Government ;
(4) Cost of refresher courses for teachers in the employ of the educational bodies or associations ;
(5) Travelling allowance to teachers under training or for attending the refresher courses ;
(6) Pay and travelling allowance to relieving teachers ;
(7) Audit fees ;
(8) Premia on the insurance on the lives of the permanent teachers ;
(9) Contributions to the provident and insurance funds.

The Administrative Officer shall have power to determine what is reasonable expenditure in each case with reference to the items mentioned in this note.

116. *Reduction in the maximum grant.*—(1) In assessing the grant payable to an approved private school, the inspecting officer shall adopt the following procedure of marking :—

	Item.	Marks.
(*i*)	Range and quality of instruction	40
(*ii*)	Staff and their conditions of service	15
(*iii*)	Accommodation	10
(*iv*)	School records	10
(*v*)	Personal cleanliness and discipline of pupils ...	10
(*vi*)	Proportion of the pupils in the higher classes ...	8
(*vii*)	Prompt and effective supply of returns and statistics ...	7
	Total ...	100

(2) In giving marks the inspecting officer shall be guided by such general instructions as may, from time to time, be issued by the Director in this behalf. The inspecting officers shall also pay due regard to the special circumstances of each school and its locality.

(3) A school securing 70 marks and over shall be entitled to the full maximum grant. The grant may be proportionately reduced on the recommendation of the inspecting officer in the case of an approved private school securing a smaller percentage of marks :

Example.—If a school gets 50 marks it will ordinarily be entitled to 5/7ths of the maximum admissible grant.

(4) The marks secured by the schools under each head shall be communicated to the schools for their information.

117. *Other recurring grants.*—In addition to the grants specified in rule 115, special grants shall also be paid to approved private schools to enable them to pay to their teachers special allowances such as dearness, bad climate, backward area or trained teachers' allowances. The rate of such allowances and of the grant to be paid thereon shall be such as Government may from time to time specify. It shall be open to approved private schools to charge a special fee for the payment of these special allowances to their teachers. Such expenditure shall not be treated as normal expenditure nor shall such special fee be taken into account, for purposes of the proviso to sub-rule (2) of rule 115.

It shall further be open to approved private schools to charge a special fee for extra curricular activities. Such a special fee shall not be taken into account for the purposes of the proviso to sub-rule (2) to rule 115. The expenditure incurred on extra curricular activities shall not be held admissible for grant, but a proper account of the income and expenditure from this source shall be maintained separately.

118. *Grants on account of non-recurring expenditure.*—Grant may be awarded to an approved private school on account of buildings and other non-recurring expenditure, provided that the expenditure has previously been sanctioned—

(*i*) by Government in the case of schools in the area of a district school board, and

(*ii*) by both Government and authorised municipality in the case of schools in the area of an authorised municipality.

Such grant shall not exceed one-half of the actual or estimated cost, whichever is less ; provided that the building grant shall not exceed Rs. 20 or such other amount as may from time to time be laid down by Government for each pupil who can be accommodated in the building at the rate of 8 square feet of class room area per pupil.

119. *Manner of payment of grant.*—(1) Grant due to an approved private school under these rules shall be paid to it before March 31st of the year in which the grant is due.

(2) Grant payable to approved private schools may, at the discretion of the Administrative Officer, be paid in three instalments. The first instalment of grant not exceeding one-half of the previous year's grant may be paid in August. The second instalment not exceeding 25 per cent. of the total grant likely to be earned by the school may be paid in November. The balance of the total grant earned during the year may be paid before March when the inspection report on it is received ;

Provided that no such advance grant shall be paid unless the managers of the schools execute beforehand an agreement to refund the amount in case the school is closed or the recognition of the school is withdrawn before the end of the year. The agreement shall be in Form B prescribed in Appendix C to these rules.

(3) No portion of a grant-in-aid shall be paid to an approved private school if it ceases to exist or to be an approved school before it is inspected.

(4) The amount of grant payable to an approved private school shall be reduced in proportion to the number of months in the year during which the approved school ceases to exist or to be an approved school.

120. *Grant to Practising School.*—(1) The grant payable to a practising school shall be calculated by the Deputy Educational Inspector of the District in which the school is situated.

(2) The maximum grant payable to a practising school shall be equal to the amount admissible under rules 115, 117 and 118 or to one-half of its approved expenditure whichever is greater.

(3) The grant shall be paid by the Educational Inspector of the Division from the allotment placed at his disposal for the purpose by the Director.

Explanation.—For the purposes of this rule, a " practising school " means a primary school which is maintained as part of a training institution aided by Government.

121. *Transitory provision.*—A private school which, on the date on which these rules come into operation, has already been recognised or has been recognised and aided either by the Department or by the School Board shall be deemed to have been recognised or recognised and aided under these rules.

C—Conditions to be observed in approved schools.

122. *Accommodation.*—(1) Not less than 8 square feet of space should be provided in each class room (excluding verandahs) for each pupil on the rolls of the class.

(2) The minimum height of the walls should be 10 feet from the floor to the underside of the tie beam and, in case ceilings are provided, the minimum height of the walls shall be 12 feet from the floor.

(3) A play ground of an adequate size should be provided.

(4) An adequate number of latrines and urinals should also be provided.

123. *Equipment.*—(1) The necessary articles of school furniture, e.g., a chair, a table, a black-board, etc., shall be supplied in each class room.

(2) The necessary text books for the use of the teachers, maps, charts, wall pictures and apparatus shall be supplied.

(3) Books for teachers' and pupils' libraries may be supplied as funds permit.

(4) Books, slates and other materials may, so far as funds are available, be supplied to the children of parents who are unable to provide them.

124. *Subjects, curricula, books, and standard of teaching.*—The subjects, curricula, books and standard of teaching in an approved school shall be such as may, from time to time, be specified by Government but modification in the curriculum may be sanctioned by the Director upon the recommendations of the School Board to suit local requirements.

125. *Attendance.*—(1) In an area of compulsion, attendance in an approved school shall be regulated in accordance with regulations made by the School Board with the sanction of the Director.

Note.—Model attendance regulations in this connection are given in Schedule G for the guidance of the School Boards.

(2) The hours of instruction in an approved school shall be not less than three per diem in the case of pupils of standards I and II, not less than three and not more than five in the case of pupils of standards I and II in basic schools, or schools in which craft is introduced and not less than four and more than six in the case of other pupils. Instruction shall not be given for more than three consecutive hours at a time. These hours, may, with the approval of the Educational Inspector, be reduced in schools where the "Shift System" has been adopted, provided that the hours of instruction shall in no case be less than 3 per diem.

(3) In every approved school, one day in a week shall be observed as a holiday and in addition a half or full holiday may be given on one other day in the week.

(4) The total period of vacations in an approved school shall not be less than three weeks and more than seven weeks in each year. The School Board, after consulting the local school committee, if any, and with the approval of the Educational Inspector, shall fix the number of vacations to be given each year, the period of each and the time at which it may be given; provided that no single vacation shall exceed four weeks in length. The Educational Inspector may sanction a vacation in excess of four weeks or a total period of vacations in excess of seven weeks in any year to suit the special conditions of particular localities or schools.

(5) The School Board shall ordinarily observe all holidays declared as public holidays by Government. It may, with the approval of the Educational Inspector, observe other holidays of local significance either in exchange of, or in addition to, the public holidays, but the total number of holidays in a calendar year [including public holidays but excluding holidays observed under sub-rule (3)] shall not exceed 35 days. Before the end of each calendar year, the School Board shall send to

the Educational Inspector of the Division for his approval a list of holidays proposed to be given by it in the ensuing calendar year :

Provided that the Educational Inspector may, in special circumstances, authorise the School Board to sanction the grant of holidays in excess of 35 days in a calendar year.

126. *Home work.*—No home work shall be assigned to pupils in Standards I and II. For pupils of Standards III and IV suitable home work may be given.

Explanation.—The following may be considered as suitable home work for pupils of Standards III to VII :—

Standards III to V—Half an hour.
Standards VI to VII—One hour.

127. *Fees.*—In an approved school classified as a public school—

(1) no fees shall be charged to pupils in standards I to IV in an area where compulsion has been introduced ;

(2) in an area of compulsion school fees may be abolished in Standards V to VII with the sanction of Government in Government and District School Board Schools and of the authorised municipality concerned in the case of Municipal schools ;

(3) school fees in a non-compulsory area may be also abolished with the previous sanction of Government in the case of District School Board and Government Schools and of the authorised Municipality concerned in the case of Municipal schools.

(4) The following shall be exempted from the payment of School fees in all areas :—

(*a*) all girls in standards I to IV and up to 50 per cent. in standards V to VII ;

(*b*) children of backward communities ;

(*c*) children of Indian soldiers, sailors and airmen who (*i*) are in active service or (*ii*) have died or been incapacitated from active service during the Wars of 1914–18 and 1939–45 ;

(*d*) children of Primary and Secondary teachers whose monthly income from all sources does not exceed Rs. 100.

(5) Indigent children shall be allowed free-studentships if their parents are unable to pay the school fees, provided their cases are recommended by the Local School Committee and/or the Head Teacher. The number of such children shall ordinarily not exceed 30 per cent. of the total number of children in the school excluding those provided for under Clause (4) above.

Note.—Cases in respect of (4) (*a*) and (5) shall be dicided by the Administrative Officer in the case of District School Board schools, by the School Board in the case of Municipal schools and by an officer authorised by the Educational Inspector in the case of Government schools.

128. *Admission of pupils.*—(1) An approved school shall be open to pupils of all castes and communities without any distinction.

(2) No child who has not completed the 5th year of age on the date of admission shall be admitted.

(3) Pupils suffering from any infectious or contagious diseases shall not be admitted.

(4) No admission shall be made after the lapse of two months from the beginning of the school year except with the special permission of the Administrative Officer. A pupil must pay the fee, if any, for the month in which he is admitted irrespective of the date of admission.

129. *Leaving Certificate.*—(1) If a pupil seeking admission has previously attended an approved school, he shall produce a leaving certificate in the form that may be prescribed by Government from the last school attended by him. If he states that such certificate has been refused to him, the Head Teacher of the new school shall inform the Head Teacher of the previous school that the pupil seeks admission into the new school. If no satisfactory explanation of omission to give a certificate is received within a fortnight, he shall admit the pupil provisionally and report the case at once to the Administrative Officer who shall inquire into the matter and communicate the result to the Head Teacher of the new school.

(2) The leaving certificate of a pupil from a State outside the Bombay State shall not be accepted unless it is countersigned by an officer of an appropriate rank (e. g. the Administrative Officer or a gazetted officer in the inspecting line) of the State concerned.

(3) A pupil, as a rule, shall ordinarily be admitted to the standard shown in his leaving certificate. If the pupil wants or his parent wants him to be admitted to a higher standard than the one shown in the leaving certificate, he shall communicate in full the reasons to the administrative officer and obtain his permission.

(4) A leaving certificate shall, for the first time, be granted free of charge by the Head Teacher under his signature to any pupil on his or his parent's application. For every subsequent issue of leaving certificate, a fee of annas four shall be charged.

130. *Age Certificate.*—Every child seeking admission for the first time into an approved school shall produce a certificate of age signed by its parent. In the case of illiterate parents, the certificates shall bear their thumb impression attested by a literate person other than a teacher of the school to which the child seeks admission. The date of birth given in this certificate shall be entered in the school (General) Register. No subsequent change or alteration therein shall be made except with the sanction of the School Board Chairman. In the case of transfer of pupils from one place to another, the age given in the leaving certificate shall be entered in the register of the new school.

131. *Transfer of pupils.*—Transfer of pupils from one school to another in the same locality shall be permitted only within the first two months of the beginning of the school year.

132. *Register entries.*—(1) The name of any pupil except a pupil attending a school in an area of compulsion absenting himself without leave for more than 15 days in a month or with leave for more than three consecutive months, shall be struck off the register.

(2) An extract from the General Register shall be given by the Head Teacher under his signature to the pupil concerned or his parent or guardian on application and on payment of a fee of four annas.

(3) The name of the pupil once entered in the school register shall not be altered without the sanction of the school Board Chirman.

133. *Roll Call.*—Roll call shall be taken at the expiration of the first school period or hour, at both morning and afternoon sessions. All pupils present at the roll call shall be marked P, those absent without leave A, those absent with leave L and those absent from sickness S, or in any other convenient way to suit the locality. Every pupil's attendance or absence shall be clearly shown in ink in the appropriate register.

134. *Punctual Attendance.*—Every approved school shall meet at the hour fixed by the school board in consultation with the village school committee, if any, and with the approval of the Educational Inspector. In order to ensure punctual commencement of work the teachers and pupils shall be present ten minutes before the appointed school hours. Classes shall be arranged and seated and all preparations made for the punctual commencement of work.

135. *Teachers' duties and responsibilities.*—The provisions of rule 70 of these rules regarding the duties and responsibilities of primary school teachers shall apply in the case of primary school teachers serving in approved private schools.

136. *Teachers' Attendance Register.*—A teacher's attendance register shall be kept in each approved school. Each head teacher and his assistants should register their attendance in it daily in ink and attach his initials to the entry. The head teacher shall be responsible for the registration of the daily attendance of pupils and teachers.

137. *Time tables.*—Time tables in accordance with the standards and local requirements shall be prepared every year. Any change therein shall be sanctioned by the inspecting officer. A copy of the time table signed by the head teacher shall be hung up in each class room. The head teacher shall be responsible for seeing that the studies prescribed for each hour are carefully followed. In big schools (e.g. schools with an average attendance of more than 200 pupils) a general time table shall be kept for the whole school.

138. *Annual Examination.*—(1) The head teacher shall be responsible for the annual examination of pupils and for their promotion to higher standards taking into consideration their progress during the year and the results of the annual examination. He shall be held accountable in particular for any undue stagnation of pupils in the lower standards.

(2) If a school teaches only up to the third standard, the annual examination shall be held in such a way that it may be possible for the pupils to join the nearest school teaching the higher standard at the beginning of the first term of that standard (IV).

139. *Registers, records and correspondence.*—(1) Following registers and records shall be kept for each school :—

(1) General Register.
(2) Register of pupils' daily attendance.
(3) Register of teachers' daily attendance.
(4) Dead Stock register.
(5) Register of books, maps and charts.
(6) Monthly returns.
(7) Acquittance roll of monthly payments.
(8) Annual Return to be sent to Administrative Officer.
(9) Outward register or a postage book.
(10) Inward register.
(11) Time Table.
(12) Teachers' Service Books (in the case of an approved private school).
(13) File of Age Certificates and Leaving Certificates.

(14) Visitors' Book.

(15) Masters' Log Book.

(16) Accounts of income and expenditure.

(17) Records of examinations and promotions of pupils, etc.

(18) Other records and registers which are peculiar in the case of a particular school, e.g., account of fees, grant, claims, etc.

(2) Government may from time to time specify the forms in which the registers and records mentioned in sub-rule (1) shall be kept.

(3) The registers and records kept under sub-rule (1) are the property of the school. The General Register No. 1 shall on no account be destroyed. Government will specify from time to time the period for which each of the other registers are to be preserved. If a school is permanently closed, the General Register, shall be handed over to the school board. The Administrative Officer shall maintain a list of General Registers of all schools which have been permanently closed.

(4) The head teacher of an approved school shall be responsible for the punctual submission of all reports and returns, for the neatness and regularity of the registers and for the safe custody of school records.

140. *Miscellaneous*—(1) *Pupils.*—Strict regularity and implicit obedience shall be exacted in schools. Politeness and coutesy shall be inculcated as well as cleanliness of dress and person. The head teacher shall ensure that the pupils behave properly both in and out of school and that they do not participate in or take part in the collection of any fund unless such collection is approved by the School Board.

(2) *Buildings.*—The head teacher shall be responsible for seeing that the school building and premises and school furniture are kept clean and in good order and that they are used only for the purpose for which they are intended. He shall ensure that the school property of every description, e.g. school registeres, books, maps, etc., are properly taken care of.

(3) The school shall, at any time during the school hours, be open to the visits of, or inspection by, the Government inspecting staff or officers of the School Board. It may also be visited by members of the School Board. Idlers and children who are not pupils of the school shall not be allowed during school hours to enter the school premises.

(4) No teacher or pupil shall be allowed to live in any school house or school room unless accommodation is specially provided for their residence on the premises. Where, however, the school premises include outhouses or rooms not required for school purposes, such outhouses or rooms may be occupied with the written permission of the Administrative Officer or an officer authorised by the Administrative Officer if the school is a public school or of the manager if the school is a private school. The school buildings shall not be lent for political or quasi-political purposes.

CHAPTER VIII.

Financial Relations between Government and Local Bodies.

A—Contributions by District Local Boards and Non-Authorised Municipalities.

141. *Payment of contribution by District Local Boards.*—The annual contribution payable by a district Local Board to the District School Board for the purposes of primary education under section 41(*1*) of the Act shall be paid by the Local Board to the School Board as soon as possible but not later than 15 days after the receipt of the income from the revenue described in clauses (*b*) and (*c*) of section 75 of the Bombay Local Boards Act, 1923.

142. *Payment of contributions by non-authorised municipalities.*—(1) The annual contribution payable by a Non-Authorised Municipality to a District School Board or Authorised Municipality, as the case may be, for the purposes of primary education under section 41(*2*) of the Act shall be paid by it in four quarterly instalments before the 10th April, the 10th July, the 10th October and the 10th January of the financial year.

(2) In addition to the contribution payable under sub-rule (1), a Non-Authorised Municipality shall pay over to the District School Board or Authorised Municipality, as the case may be :—

(*a*) the income accruing from any funds (including trust funds) held by such municipality for the purposes of primary education, and

(*b*) all moneys (including donations for the construction of or extensions to primary school buildings) received by it for purposes of primary education,

as soon as may be convenient, but not later than 15 days after the receipt of such income or moneys.

143. *Charging of interest.*—(1) A District School Board or Authorised Municipality which controls approved schools in the area of a Non-Authorised Municipality may, after giving two months' notice to the defaulting municipality, charge interest at a rate not exceeding 7½ per cent. on any amount not paid when due by such non-authorised municipality : Provided that no such notice of the board's or municipality's intention to charge such interest is sent to the non-authorised municipality unless at least two instalments fall in arrears.

(2) The amounts or interest charge under sub-rule (1) shall be added to the amount payable by the non-authorised municipality.

(3) The Non-Authorised Municipality may appeal against the resolution of the District School Board or an Authorised Municipality to charge such interest to the Director whose decision in the matter shall be final.

B—Grants by Government.

144. *Government grant to District School Boards.*—Government grant (hereinafter referred to as grant) will be based only on such expenditure incurred by a District School Board on primary education as is included in the budget or re-appropriation thereof sanctioned under rules 153 (6) or 155 (2) of these rules or as is specially authorised by Government. Such expenditure shall ordinarily consist of the items enumerated in sub-rule (2) of rule 145 the provisions of which shall apply *mutatis mutandis* in the case of the expenditure incurred by a District School Board.

145. *Government grant to Authorised Municipalities.*—(1) No grant shall be paid on any expenditure incurred by an Authorised Municipality in connection with primary education unless such expenditure has been sanctioned and held admissible for the purposes of grant by Government.

(2) Subject to the provisions of sub-rule (1), the recurring annual expenditure of an authorised municipality on which the grant is calculated shall ordinarily include :—

(*a*) The cost of the sanctioned staff maintained by the authorised municipality under section 20 of the Act including the cost of its leave, pension or provident fund contributions ;

(*b*) the pay and allowances, provident fund, gratuity and pension of the administrative Officer appointed by the Authorised Municipality under section 22 of the Act ;

(*c*) the rent of buildings used for schools or office purposes, rates, taxes, special repairs not enhancing the original cost of building and costing not more than Rs. 100 or such greater amount as Government may by special order for such period and for such reasons as may be specified in the order fix, and current repairs. Such special repairs, and current and ordinary repairs shall be carried out in accordance with the rules in Part I of Schedule H or in accordance with the regulations made by such municipality with the sanction of Government under section 17 (*3*) (*ii*) of the Act ;

(*d*) forms, stationery, furniture, equipment and books, including books for prizes, and books and slates for indigent pupils : Provided that the total expenditure on this account in any school does not exceed Rs. 5 per pupil in the first year of a school's existence and Re. 1 per pupil in any subsequent year. Expenditure in excess of these limits shall be classed as non-recurring expenditure ;

(*e*) monthly grants made to schools for petty expenses (contingent allowances) ;

(*f*) scholarships in primary schools and stipends in training institutions ;

(*g*) travelling allowances ;

(*h*) forms, stationery, stamps, printing and other office expenses ;

(*i*) grants to approved private schools ;

(*j*) such other reasonable expenditure as may be sanctioned and admitted by Government for purposes of grant :

Provided that—

(*i*) no expenditure incurred by an authorised municipality in connection with education other than primary education or from a trust fund, the income from which meets the whole cost of the object for which the trust was instituted ; e.g., the award of prizes in a particular school or for a particular object, shall be included in the said annual recurring expenditure ;

(*ii*) overpayments objected to in audit shall not be treated as approved expenditure, the consequent recoveries called for in audit if and when made being brought to account not by deduction from expenditure but as receipts under " cash recoveries of overpayments " in previous years.

(*iii*) no expenditure incurred in connection with a primary school maintained by an Authorised Municipality shall be included in the said annual recurring expenditure :—

(*a*) if the average attendance of the school, except in the year in which it was opened, is less than :—

(*i*) 15 in the case of an ordinary primary school and,

(*ii*) 10 in the case of schools for girls and backward communities, or

(*b*) if admission is refused to any pupil on the ground of his caste or community.

Explanation.—If no pupils belonging the scheduled castes are actually attending a school, it shall be deemed that admission is being refused to such pupils within the meaning of this sub-clause unless the School Board shows to the satisfaction of the Director that no pupils are residing within a distance of one mile from the school or adduce other satisfactory reasons for the absence of such pupils from the school.

146. *Grant how calculated.*—(1) The grant on account of expenditure on primary education incurred by a District School Board shall be calculated in accordance with the provisions of sub-section (*3*) of section 42 of the Act.

(2) In the case of an Authorised Municipality—

(*a*) the grant on account of the expenditure incurred by such municipality in bringing into operation a sanctioned scheme of compulsion shall be one-half of the additional recurring cost involved therein as it was estimated by such municipality, and

(*b*) the grant on account of the expenditure incurred by such Municipality on primary education other than the expenditure referred to in clause (*a*) shall not exceed such proportion of the sanctioned expenditure as may, from time to time, be laid down by Government :

Provided that the award of the grant on account of the expenditure referred to in clause (*b*) shall depend upon the financial condition of Government :

Provided further that *Government* may, in special circumstances, pay special grant to such municipality in addition to the grant referred to in clauses (*a*) and (*b*).

(*b*) *Non-recurring grants.*

147. *Grants on non-recurring expenditure in District School Board area.*—(1) Non-recurring expenditure on primary education in a District School Board area (including area of a Non-Authorised Municipality approved schools in which area are controlled by the District School Board) shall be classified as :—

(*a*) expenditure incurred on the acquisition and purchase of sites for primary schools, on the purchase or construction of new primary school buildings, or on the extensions of existing primary school buildings, and

(*b*) Expenditure incurred on items other than those specified in clause (*a*), viz., special repairs costing more than Rs. 100 or such greater amount as Government may from time to time by special order fix, or on repairs involving inmprovements and thus enhancing the original cost of primary school buildings or on the purchase of forms, stationery, furniture or equipment in excess of the limits laid down in rule 145 (2) (*d*).

(2) For expenditure incurred or to be incurred on items specified in clause (*a*) of sub-rule (1), Government may give to the District Building Committee of the District such grants in any year as its financial position in that year permits.

(3) Grant shall be paid on account of only such items of expenditure specified in clause (*b*) of sub-rule (*1*) as are included in the budget or re-appropriation thereof sanctioned under rules 153 (6) and 155 (2). Such grant shall be Calculated in accordance with the provisions of sub-section (*3*) of section 42 of theact.

148. *Grants to authorised municipalities for expenditure included in a sanctioned scheme of compulsion.*—(1) Non-recurring grant shall be given by Government to an authorised municipality on account of expenditure incurred on erecting, purchasing, enlarging or rebuilding primary school building and on special repairs costing more than Rs. 100 or such greater amounts as Government may by special order from time to time fix, or on repairs involving improvements and thus enhancing the original cost of the building or on the purchase of sites and on forms, furniture, equipment and books in excess of the limits laid down in rule 145 (2) (*d*) : Provided that the expenditure has been sanctioned by Government as part of a scheme of compulsion and further that the expenditure does not exceed that cost as it was estimated by the authorised municipality.

(2) The amount of such grant shall be equal to one-half of the expenditure as it was estimated by the authorised municipality.

149. *Grants for other non-recurring expenditure.*—Non-recurring grants may also be given by Government to an Authorised Municipality on account of buildings or sites which do not form part of a scheme of compulsion. The award of such grants shall depend upon the financial position of Government.

150. *Conditions subject to which grants will be awarded.*—The award of non-recurring grants under rules 147, 148 and 149 shall be subject to such conditions regarding the sanitary and hygienic requirements to be observed in the designing and construction of buildings, the approval of detailed plans and estimates, the execution of trust deeds or agreements and other conditions as may be laid down by Government from time to time.

Note 1.—These conditions are provided as rules for building grants in Schedule I.

Note 2.—Rules indicating the procedure for execution of works pertaining to school buildings are given in Part II of Schedule H.

(*c*) *Miscellaneous.*

151. *Grant to be based on estimated expenditure of the year—Adjustments in the following year.*—The grant paid to a District School Board or Authorised Municipality on account of primary education in any year shall be based on its estimated expenditue in that year and the necessary adjustments shall be made in the following year. Such estimated expenditure shall include any increase in the recurring expenditure on account of the normal growth of such expenditure as well as any new expenditure sanctioned by Government.

152. *Grants when payable.*—(1) The estimated grant shall be paid to District School Board or Authorised Municipality in three instalments in the following manner, namely:—

(*i*) One-half of such estimated grant not later than the 5th April in each year;

(*ii*) One-fourth of such estimated grant not later than the 1st October in each year; and

(*iii*) The balance, after the adjustments for the previous years have been made, under rule 151, not later than the 15th January in the following calendar year.

2 (2) The Director shall send a copy of the orders sanctioning the payment of grants to District School Boards or authorised municipalities to each of the following, namely :—

(*a*) Government in the Finance and Education and Industries Departments ;
(*b*) The Accountant General, Bombay ;
(*c*) The Examiner, Local Fund Accounts, Bombay ;
(*d*) The President of the Authorised Municipality concerned ;
(*e*) The Chairman of the School Board ;
(*f*) The Treasury Officer of the District ;
(*g*) The Educational Inspector of the Division.

C—Budget.

153. *Framing and sanctioning of a District School Board Budget.*—(1) The Administrative Officer shall prepare the budget for the District School Board for the ensuing financial year in the forms prescribed in Appendix D to these rules and shall submit such budget for the consideration of the District School Board before the 1st August of every year.

Note.—Detailed instructions for the preparation of the District School Board Budget are given in Schedule J.

(2) The District School Board may appoint a Committee to be designated as the Finance Committee for such period and consisting of such members as it deems fit. Such Committee, if appointed, shall advise the District School Board on all questions involving financial implications.

(3) It shall be the duty of the Financial Committee, if any, to scrutinise the budget prepared by the Administrative Officer under sub-rule (1) and forward its remarks thereon to the District School Board not later than the 10th August.

(4) The District School Board shall meet not later than the 24th August to consider the budget prepared by the Administrative Officer under sub-rule (1) and the remarks of the Finance Committee, if any, under sub-rule (3). At such meeting, the Board may by a resolution—

(*a*) pass the budget as a whole ; or

(*b*) modify the budget by enhancing, omitting or reducing any particular item or items which it may deem fit to enhance, omit or reduce ;

Provided that the board shall have no power to enhance, omit or reduce the provisions included in the budget on account of the pay (including duty pay for permanent teachers under training and pay for substitute teachers employed in the place of teachers deputed for training) and allowances of the staff maintained by the District School Board under section 20 of the Act.

(5) The Chairman of the District School Board shall, not later than the 31st August, submit to the Director in triplicate the budget as passed or modified by the board under sub-rule (4).

(6) Government or an officer or authority empowered by Government in this behalf shall, before the 15th March of the following year, after such considerations as may be necessary, sanction the budget submitted under sub-rule (5) with such modifications as may be deemed fit.

154. *Framing and sanctioning of a Municipal School Board Budget.*— (1) The Municipal School Board, with the help of the Administrative Officer, shall prepare in the forms prescribed under rule 161 a preliminary budget for each year and submit it to the Authorised Municipality for sanction not later than the 1st September of the previous year.

Note.—While preparing the budget the Municipal School Board shall ensure that necessary provision for the pay and allowances of the primary school teachers and their substitutes at the rates fixed by Government from time to time is made in the budget.

(2) The authorised municipality may make such modifications in the budget prepared by the Municipal School Board under sub-rule (1) as it considers necessary and shall sanction it by the 1st January :

Provided that the provisions included in the budget on account of pay (including duty pay for permanent teachers under training and pay for substitute teachers appointed in the places of teachers deputed for training) and allowances of primary teachers shall not be subject to the vote of the authorised municipality.

(3) The preliminary budget so sanctioned shall have force until the revised budget is sanctioned by the Authorised Municipality under sub-rule (4).

(4) As soon as the Government grant for the year has been made known to the Authorised Municipality, the Municipal School Board shall make such modifications in the preliminary budget as may be required and submit a revised budget to the Authorised Municipality for sanction within one month of the receipt by the Municipal School Board of the sanction of the Government grant for the year. Subject to the provisions of the proviso to sub-rule (2), the Authorised Municipality may make such modifications in the revised budget as it considers necessary and shall sanction it within two months from the date of its submission by the School Board.

155. *Revised or supplementary Budget may be made when necessary.*— (1) A School Board may, at any time during the year for which any annual budget has been sanctioned, cause a revised or supplementary budget to be prepared. Every such revised or supplementary budget shall be considered and sanctioned by Government or Authorised Municipality, as the case may be, in the same manner as if it were an annual budget.

(2) Reappropriation of funds in a budget may be made from time to time subject to the same sanction as is required for the annual budget.

156. *When a sum not provided for in the budget to be expended.*—(1) No sum shall be expended in any year by or on behalf of a District School Board which is not included in the budget sanctioned for the board for that year unless the previous sanction of Government is obtained for such expenditure : Provided that in the case of a pressing emergency a District School Board may incur expenditure not exceeding Rs. 500 in a year from the discretionary grant provided for in the budget.

(2) Save in case of a pressing emergency, no sum shall be expended in any year by or on behalf of a municipal School Board unless such sum is included in the budget sanctioned for the board in that year.

(3) If any sum is expended under sub-rule (2) on a pressing emergency, the circumstances shall forthwith be communicated in writing to the Director by the President of the Authorised Municipality with an explanation of the way in which it is proposed by the Authorised Municipality to cover such extra expenditure.

D—Maintenance, administration and use of the Primary Education Fund.

157. *Credit to the Primary Education Fund.*—(1) The receipt of all grants payable by Government and of all contributions payable by the District Local Board or Non-Authorised Municipalities to the District School Board on account of primary education shall be acknowledged by acquittance signed by the Administrative Officer and countersigned by the Chairman of the District School Board or, in his absence, by the Vice-Chairman or other member of the District School Board to whom this power has been delegated by the Chairman. The amounts received shall be credited forthwith to the Board's Primary Education Fund.

(2) All grants payable by Government and all contributions to be made by the Non-Authorised Municipalities to an Authorised Municipality on account of primary education shall be paid to the Authorised Municipality and receipt thereof shall be acknowledged by acquittance signed by the President of the Authorised Municipality or by a Councillor or Officer of the Authorised Municipality authorised by it in this behalf. Such grants or contributions shall, within one week of their receipt from Government or Non-Authorised Municipalities, as the case may be, be paid by the Authorised Municipality to the credit of the Primary Education Fund and the receipt of such grants or contributions as well as of the grant payable by the Authorised Municipality on account of primary education under section 44 (*2*) (*e*) of the Act, shall be acknowledged by acquittance signed by the Administrative Officer and countersigned by the Chairman of the Municipal School Board or, in his absence, by the Vice-Chairman or other member of the Municipal school Board to whom this power has been delegated by the Chairman.

(3) The receipt of all other moneys received by a District School Board or Authorised Municipality on account of primary education and payable to the credit of the Primary Education Fund shall be acknowledged by acquittance signed by the Administrative Officer or, during his absence from head quarters by the accountant or clerk authorised by him in this behalf. All such other moneys shall be remitted to the bank or treasury at fixed intervals or when the collection exceeds such amount as may be fixed by the School Board.

158. *Debits to the Primary Education Fund.*—No expenditure shall be debited to the Primary Education Fund unless it is incurred for the objects specified in rule 160 or is debitable according to the orders of Government for the time being in force to the Primary Education Fund and unless such expenditure is provided for—

(*a*) in the budget of the School Board sanctioned by Government or Authorised Municipality as the case may be, or

(*b*) by re-appropriation in the prescribed manner.

159. *Fund how drawn against.*—(1) No payment shall be made from a bank or from the Government treasury out of the Primary Education Fund, except upon a cheque siged by the Administrative Officer and countersigned by the Chairman of the School Board or in his absence by the Vice-Chairman or other member of the School Board to whom the power of countersigning cheques has been delegated by the Chairman. In the absence of the Administrative Officer such cheques shall be signed by the Vice-Chairman and count ersigned by the Chairman or in the absence of Chairman by any member of the School Board other than the Vice-Chairman to whom the power of countersigning cheques has been delegated by the Chairman. Due intimation of the delegation of such power shall be given by the Chairman to the bank or Government treasury in which the Primary Education Fund is kept.

(2) If the Director is satisfied that for any reason whatever a cheque cannot be countersigned by any of the persons mentioned in sub-rule (1) or that any such person has without reasonable excuse failed to countersign any such cheque and that it is necessary for the proper discharge of the functions of the School Board that the cheque should be countersigned by some other person, the cheques shall be countersigned by such person as the Director may direct.

160. *Use of the Primary Education Fund.*—Subject to the provisions of the Act and the Rules thereunder, the Primary Education Fund shall be applied for—

(*a*) the payment of salaries and allowances of the staff maintained by a District School Board or Authorised Municipality under section 20 of the Act ;

(*b*) the payment of salaries and allowances of the Administrative Officer appointed by an Authorised Municipality under section 22 ;

(*c*) the payment, if any, at the prescribed rates, of pension, gratuity and/or the Provident Fund in respect of the classes of employees mentioned in clauses (*a*) and (*b*) above ;

(*d*) the payment of grants-in-aid to approved private schools ;

(*e*) the discharge of the liabilities incurred by the District School Board or Authorised Municipality on the renting, equipment and maintenance of primary schools and on construction of primary school buildings in the case of an Authorised Municipality ;

(*f*) the payment of the prescribed travelling and other allowances to members of the School Board ;

(*g*) meeting the expenditure incurred on the provision of books, slates, stationery and other financial help for indigent school-going children ;

(*h*) meeting the expenditure incurred in connection with medical inspection and follow-up treatment and provision of milk or meals for school-going children ;

(*i*) the payment of any other sum which the District School Board or Authorised Municipality is legally liable to pay or which has been spent on the authority of Government.

E—Miscellaneous.

161. *Forms of Receipts and Expenditure.*—The accounts of receipts and expenditure of a School Board shall be kept in such manner, in accordance with such instructions and in such forms as may be specified by Government.

162. *Abstract of account to be sent to Director.*—Abstract of receipts and expenditure during each official year shall be forwarded by the Administrative Officer to the Director as soon as may be convenient after the end of the year in such form as may be specified by Government.

163. *Administrative Officer to make disbursements.*—All disbursements shall be made by the Administrative Officer or by the Assistant Administrative Officer or Accountant or Clerk to whom this duty has been delegated by the Administrative Officer.

164. *Responsibility for proper checking.*—The Accountant or Clerk of the School Board to whom such duty is assigned by the Administrative Officer shall subject to the general responsibility of the Administrative Officer be primarily responsible for the scrutiny of all vouchers or bills before a cheque or letter of credit is prepared. It shall be the duty of the

Administrative Officer to bring to the notice of the Chairman, Vice-Chairman or other member of the School Board who countersigns cheques or letters of credit any unusual feature in payment on account of which such cheque or letter is drawn.

165. *Audit of Accounts.*—The accounts and receipts and expenditure of the Primary Education Fund shall be examined and audited annually before the close of August by the Auditors of the Local Audit Departments in accordance with the provisions of the Bombay Local Fund Audit Act, 1930 (Bom. XXV of 1930), and the rules made thereunder.

166. *Administrative Officer to assist the Auditor.*—The Administrative Officer shall assist the Auditor in disposing of all objections raised by him, and shall place before the school board at its next meeting all audit objections which have not been disposed of in consultation with the Auditor.

CHAPTER IX.

Powers and Duties of Officers appointed by Government under Section 48 (1) of the Act.

167. *Powers and duties of the Deputy Educational Inspector.*—Subject to the provisions of the Act and the rules thereunder the Deputy Educational Inspector shall—

(*a*) be responsible for arranging for the inspection of all approved schools in the district ;

(*b*) frequently visit areas backward in education and make his suggestions from time to time to the school board concerned for the educational advancement of such areas ;

(*c*) submit to the School Board concerned his recommendations regarding the recognition or withdrawal of recognition of a private primary school;

(*d*) recommend grants-in-aid to be paid by the School Boards concerned to approved private schools in the district ;

(*e*) forward to the Administrative Officer concerned the inspection reports submitted by the Assistant Deputy Educational Inspectors under him on approved schools other than Government schools in the district together with the confidential reports on individual teachers serving in schools conducted by the Schools Board and inspected by the Assistant Deputy Educational Inspectors and make such remarks or suggestions as he considers necessary for the proper administration, management and control of such schools or for the improvement in the efficiency or standard of work of such teachers ;

(*f*) hold conferences of primary school teachers in different areas of the district for improving the quality of work in primary schools or explaining to them the new idealogy or methodology in primary education ;

(*g*) be responsible for collecting the annual statistical and other information about approved private schools ;

(*h*) write annual reports on the progress of primary education in the district ; and

(*i*) do such other work connected with primary education as may from time to time be assigned to him by the Director or the Educational Inspector of the Division.

168. *Powers and duties of the Assistant Deputy Educational Inspector.*— Subject to the provisions of the Act and the rules thereunder, the Assistant Deputy Educational Inspector shall—

(*a*) inspect every year all approved private schools and such public schools in his beat as may be assigned to him in a year and submit his inspection reports on their work, attendance and administration to the Deputy Educational Inspector together with his confidential reports on the teachers in the public schools and discuss with the Head Master and other teachers the main defects in the methods of teaching and other matters connected with the school;

(*b*) inspect the accounts of all approved private schools in his beat assess the grant-in-aid admissible to such schools and send to the Deputy Educational Inspector along with the inspection report on such schools, a statement showing the details of the grant-in-aid assessed by him;

(*c*) pay surprise visits to every approved school in his beat at least once in every year in addition to the annual inspection;

(*d*) visit and inspect new private school seeking recognition or grant-in-aid for the first time and submit his inspection report on the schools together with his recommendations as regards the approval of and grant-in-aid to such schools to the Deputy Educational Inspector;

(*e*) while on tour, arrange for interviews with the municipal or village school committees, as the case may be, and discuss with them the requirements of the school and need for the expansion of primary education;

(*f*) do such other work connected with primary education as may be entrusted to him by the Deputy Educational Inspector.

169. *Powers and duties of the Assistant Deputy Educational Inspectors for Physical Education.*—Subject to the provisions of the Act and the rules thereunder, the Assistant Deputy Educational Inspector for Physical Education shall—

(*a*) be responsible for the supervision and organisation of physical education in primary schools in his beat;

(*b*) organise short-term training courses in physical education for primary school teachers in his beat;

(*c*) submit to the Administrative Officer concerned, through the Deputy Educational Inspector, his recommendations in regard to physical education equipment to be supplied to schools maintained by the District School Board or Authorised Municipality as the case may be;

(*d*) inspect the work in physical education in all approved schools in his beat;

(*e*) do such other work in connection with physical education as may be assigned to him by the Deputy Educational Inspector; and

(*f*) also exercise such powers and perform such duties enumerated in rule 168 as may be assigned to him by the Deputy Educational Inspector.

170. *Powers and duties of the Craft Supervisors.*—Subject to the provisions of the Act and the rules thereunder, the Craft Supervisor shall—

(*a*) be responsible for supervising the teaching of crafts in basic and other primary schools;

(*b*) be responsible for guiding the craft teachers in their work and for advising them in regard to the provision for equipment and teaching of crafts;

(*c*) be also responsible for organising short-term courses of craft training for primary school teachers; and

(*d*) do such other work connected with craft teaching in primary schools as may be entrusted to him by the Deputy Educational Inspector.

CHAPTER X.

State Board of Primary Education.

171. *Election of members by School Boards.*-(1) The six members of the State Board of Primary Education (hereinafter refered to as the Board) shall be elected by the School Boards as follows:—

One by the District School Boards—Poona, Satara, Ahmednagar, East, Khandesh and West Khandesh.

One by the District School Boards—Thana, Kolaba, Ratnagiri, Nasik and Bombay Suburban District.

One by the District School Boards—Ahmedabad, Kaira, Surat, Broach and Panch Mahals.

One by the District School Boards—Dharwar, Belgaum, Bijapur, Kanara and Sholapur.

One by the Municipal School Boards—Malegaon, Nasik, Poona City, Jalgaon Amalner, Dhulia, Ahmedabad, Nadiad, Broach and Surat.

One by the Municipal School Boards—Bandra, Satara City, Sholapur, Ahmednagar, Dharwar, Hubli, Gadag and Bijapur.

(2) For the purposes of clause (*a*) of sub-section (*6*) of section 58 of the Act, a person shall be deemed to be graduate of a recognized University if he is a graduate of any of the Universities specified in Schedule K.

(3) The election of the six members of the Board shall be held in accordance with the procedure prescribed in Schedule L.

(4) The President of the Board shall be the Returning Officer and shall be responsible for the conduct of the election provided that in the case of the first election the Director shall be the Returning Officer.

172. *Election in the event of casual vacancy.*—(1) In the event of a casual vacancy of a member of the Board the President shall, as soon as may be, take steps to hold a fresh election in accordance with the provisions of rule 171 to fill up the vacancy.

(2) In the event of a casual vacancy of the President of the Board, the Board shall, at its next meeting or within one month from the date of the President's death or resignation or ceasing to be a member of the Board whichever is earlier, elect another person from among its own members to be the President.

173. *Government to decide finally on disputes.*—If any question, dispute or doubt arises as to the validity of any election, the orders of the State Government shall be final for the purposes of deciding such question, dispute or doubt.

174. *Names of the members to be published in the official Gazette.*—The names of the members of the Board elected or appointed, as the case may be, shall be published by Government in the *Offical Gazettee.*

175. *Powers and duties of the Board.*—In addition to the powers and duties mentioned in clauses (*a*) and (*b*) of section 59 of the Act, the Board shall have power :—

(*a*) to make from time to time regulations not inconsistent with the Act or the rules framed thereunder in respect of the length of notice to be given for calling meetings, the fixing of the place, day and hour of meetings, the number of members to constitute a quorum, the conduct, management and adjournment of meetings, the recording of proceedings and the transaction of its business generally e.g. by the circulation of propositions to members;

(*b*) to appoint committees consisting of such members of the Board and such other persons, if any, as the Board in each case may select to advise the Board; on any matter on which the Board considers such advice to be necessary.

CHAPTER XI.

MISCELLANEOUS.

A.—Constitution and functions of village school committees.

176. *Meaning of terms "village", "panchayat village" and "non-panchayat village".*—For the purposes of this Chapter—(1) A "village" means a revenue village which is not a municipality constituted under the Bombay District Municipal Act, 1901, or Bombay Municipal Boroughs Act, 1923.

(2) A "panchayat village" means a village in which a panchayat has been constituted under the Bombay Village Panchayats Act, 1933.

(3) A "non-panchayat village" means a village other than a panchayat village.

177. *Constitution of village school committees.*—(1) In a panchayat village the panchayat shall, as soon as possible, appoint a village school committee consisting of not less than three and not more than five members who may or may not be members of the panchayat but who shall be persons who ordinarily reside in the village and have passed at least the primary fourth standard examination.

(2) In a non-panchayat village which contains a District School Board School, the District School Board shall, as soon as possible after it is constituted, appoint a village school committee consisting of not less than three and not more than five members who shall be persons who ordinarily reside in the village and have passed at least the primary fourth standard examination.

178. *Term of office of the village school committee.*—The term of office of the Village School Committee in a panchayat village shall be co-extensive with the term of the office of the village panchayat. The term of office of the Village School Committee in a non-panchayat village shall be co-extensive with the term of the District School Board :

Provided that the members of the Village School Committee shall continue in office until a new committee is appointed by the panchayat or District School Board, as the case may be, and on the appointment of the new committee, the said members shall be deemed to have vacated office.

179. *Casual vacancies in village school committee.*—(1) In the event of any vacancy occurring (*i*) on account of the death, resignation or removal of a member of the Village School Committee, or (*ii*) through the member of such committee becoming incapable of acting previous to the expiry of his term of office, the vacancy shall forthwith be reported by the Chairman of the Committee—

(*a*) in the case of a panchayat village to the Sarpanch of the panchayat, and

(*b*) in the case of a non-panchayat village, to the Chairman of the District School Board.

(2) The sarpanch or chairman, as the case may be, shall as soon as conveniently may be, take steps to fill up the vacancy arising under sub-rule (1).

(3) The person appointed under sub-rule (2) shall hold office so long only as the member in whose place he is appointed would have held it if the vacancy had not occurred.

180. *Removal of the member of the Village School Committee.*—The panchayat, in the case of a panchayat village, or the District School Board in the case of a non-panchayat village, may, on the recommendation made by a majority of the members present at the meeting of the Village School Committee or Administrative Officer, remove, if it thinks fit, any member appointed on such committee, if such member has been guilty of misconduct in the discharge of his duties, or has become incapable or unfit for the purpose of performing his duties as a member

Provided that before removing such member, the panchayat or the District School Board, as the case may be, shall give him a reasonable opportunity of showing cause why he should not be removed. The decision of the panchayat or the District School Board, as the case may be, shall be final.

181. *Election of the Chairman and Vice-Chairman.*—The Village School Committee shall elect a chairman from among its own members. The Committee shall also elect a vice-chairman who shall carry on the duties of the chairman in his absence.

182. *Duties of the Village School Committee.*—The Village School Committee shall—

(*a*) assist the School Board or the District Building Committee, as the case may be, in securing suitable accommodation for the school;

(*b*) assist the Head Teacher or the District School Board, as the case may be, in carrying out the current repairs to the school building if the District School Board is liable for such repairs;

(*c*) visit all schools placed under its supervision at least once a month;

(*d*) note whether the number of pupils in the school at the time of the visit corresponds with the number marked as present in the register and report any irregularity to the Administrative Officer;

(*e*) report to the Administrative Officer any irregularity or unpunctuality in the matter of the opening and closing of the school and the teachers' attendance;

(*f*) see that the school premises are in good repair and kept in a sanitary condition.

183. *Village School Committee to endeavour to increase number of pupils.*—The Village School Committee shall endeavour to increase the number of pupils, especially of those belonging to the Intermediate communities, Scheduled castes, Aboriginal and Hill Tribes and other Backward communities and to improve the attendance.

184. *Village School Committee to assist in introducing compulsory education.*—If it is proposed to introduce compulsion in any area, the Village School Committee in that area shall assist in explaining the measures to parents and shall, if called upon to do so by the District School Board, assist in the preparation of a census of children of school going age.

185. *Village School Committee to enforce compulsion.*—When compulsion has been introduced in an area, the Village School Committee shall assist in enforcing it.

186. *Village School Committee to assist the Head Teacher.*—The Village School Committee shall assist the head teacher in determining which children shall be provided with books, slates and other school materials, on account of the poverty of their parents.

187. *Report to Chairman of Head Teacher's leave.*—Before proceeding on casual or other leave, the head teacher shall inform the Chairman of the Village School Committee in writing of his intention.

188. *Chairman's authority to grant leave to Head Teacher.*—In the event of the Head Teacher's sudden illness, or for other very urgent reason, such as the death of near relative of the Head Teacher, the Chairman of the Village School Committee may allow him to leave his charge. The Chairman shall at once report such action to the Administrative Officer.

189. *Absence without leave to be reported.*—The Chairman of the Village School Committee shall at once report to the Administrative Officer the absence without leave of the head teacher or of an assistant teacher.

190. *Chairman to take charge of the School in certain cases.*—In the event of the death of the Head Teacher, or his absence on leave or otherwise if there is no Assistant teacher the Chairman of the Village School Committee shall take charge of the school and report the matter at once to the Administrative Officer.

191. *Village School Committee to be present on certain occasions.*—The Chairman and members of the Village School Committee may be present at the school at the time of the visit of any officer of the Educational or Revenue Department or of any member or officer of the District School Board.

192. *Charge of a school to be handed over in presence of the Village School Committee in certain cases.*—On the transfer of a Head Teacher, if there is any difference of opinion between the Head Teacher giving over charge and the Head Teacher taking over charge in regard to the school accounts, records, furniture or other equipment, the charge shall be handed over in the presence of two or more members of the Village School Committee including the Chairman, if he can attend. The members present shall make such remarks as they think fit on the charge report.

B.—Provident Funds, Gratuities and Pensions.

193. *Establishment of a Provident Fund.*—(1) Every District School Board, for all its employees, and every Authorised Municipality, for its primary school teachers shall establish a provident fund.

Note.—A provident fund established by a District Local Board or Municipality as a Local Authority before the date on which these rules come into force shall be deemed to be provident fund established under these rules by the District School Board or Authorised Municipality, as the case may be.

(2) Subscription to the Provident Fund established under sub-rule (1) shall be compulsory for such members of the staff of a District School Board or for such primary school teachers of an Authorised Municipality as—

(*a*) are already subscribing to the provident fund established by a District School Board or Municipality as a Local Authority before the coming into operation of these rules, or

(*b*) enter into the permanent service of the District School Board or Authorised Municipality (including probationers appointed to permanent vacancies) on or after the date on which these rules come into force.

(3) Every District School Board or Authorised Municipality which on the date on which these rules come into force had established only pension fund for its employees or teachers, shall, within two months from the date of establishment of provident fund under sub-rule (1), require by notice in writing its employees or teachers to exercise the option to join the Provident Fund in lieu of pensions and such employees or teachers shall exercise such option within six months from the date of notice. The option so exercised shall have effect from the 1st day of the month following that in which it is exercised and shall be final.

(4) The Provident Fund established under sub-rule (1) shall form part of the Primary Education Fund of the District School Board or Authorised Municipality concerned and shall be administered, maintained and used in accordance with the rules prescribed in schedule M to these rules.

194. *Establishment of a Pension Fund.*—(1) A pension fund shall be established by a District School Board for such members of its staff and by an Authorised Municipality for such of its primary school teachers as are under the rules eligible to receive pension.

Note.—A pension fund established by a District Local Board or Municipality as a Local Authority befote the date on which these rules come into force shall be deemed to be a pension fund established under these rules by the District School Board or Authorised Municipality, as the case may be.

(2) The pension fund established under sub-rule (1) shall form part of the Primary Education Fund of the District School Board or Authorised Municipality concerned and shall be administered, maintained and used in accordance with the rules prescribed in Schedule N to the rules.

195. *Payment of pension and leave contribution on account of lent staff.*—(1) Every District School Board or Authorised Municipality shall pay pension and leave contribution to Government on behalf of all officers, clerks or other persons holding

permanent appointment under Government whose services have been or may be lent to such District School Board or Authorised Municipality on foreign service conditions. Such officers, clerks or other persons shall receive their pensions or gratuities from the General Revenues.

(2) Every District School Board or Authorised Municipality shall pay pension and leave contributions to another District School Board or Authorised Municipality on behalf of the permanent employees of such other District School Board or Authorised Municipality who have elected to remain on a pensionary basis and whose services have been lent to the first mentioned District School Board or Authorised Municipality on foreign service conditions. Such employees shall receive their pensions or gratuities from the Primary Education Fund of the second mentioned District School Board or Authorised Municipality.

196. *Determination of pension and gratuities.*—(1) The grant of pensions and gratuities to the members of the staff maintained by a District School Board and to primary school teachers maintained by an Authorised Municipality shall be determined in accordance with the rules prescribed from time to time by Government for similar classes of its employees.

(2) In particular and without prejudice to the generality of the provisions of sub-rule (1), the grant of pensions and gratuities to the members of the staff of a District School Board and to primary school teachers of an Authorised Municipality shall be determined as follows :—

(*a*) Every guaranteed teacher shall be eligible for pension or gratuity according to the rules in force in Government Education Department on the date of his retirement unless he has exercised the option, within the prescribed period, of remaining under the old rules to which he was previously subject :

Provided that such of the guaranteed teachers as have under sub-rule (3) or (4) of rule 5 of the Bombay Primary Education Rules, 1924, or under sub-rule (3) of rule 193 of these rules exercised the option of joining the provident fund in liue of pension shall, from and after the date of their admission to the Provident Fund, be entitled to the benefit of such pension and provident fund as provided in clause (*c*) :

Provided further that such of the said teachers as have not elected to join the provident fund established by the District School Board or Authorised Municipality shall be entitled to receive such pension (e.g., retiring, superannuation, etc), as is admissible under the rules and as may be certified by the Accountant General. The amount of such pension payable by Government and the District School Board or Authorised Municipality concerned shall be determined in accordance with the method indicated in articles 45 and 799 of the Civil Service Regulations and rule 279-B of the Bombay Civil Services Rules, as the case may be. The amount of such pension payable by the District School Board or Authorised Municipality shall be drawn by them from the Primary Education Fund of the District School Board or Authorised Municipality concerned, the amount payable by Government being drawn from the Consolidated Fund of the State.

(*b*) Non-guaranteed teachers in the employ of a District School Board or Authorised Municipality and members of the non-teaching staff in the employ of a District School Board for whom only pension fund was established by such

District School Board or Authorised Municipality and who, under sub-rule (3) of rule 193, have exercised the option to remain on a pensionary basis, shall on retirement be entitled to receive such pension (*e.g.*, retiring, superannuation, etc.) as is admissible under the rules and as may be certified by the Accountant General. The District School Board or Authorised Municipality concerned may make such reduction in the admissible pension as it thinks fit, if the record of the employee in its opinion, is not quite satisfactory.

(*c*) The guaranteed teachers who have exercised the option of joining the provident fund in lieu of pension, and members of the District School Board staff other than guaranteed teachers and non-guaranteed teachers of an authorised municipality who were employed on a pensionary basis but who subsequently have exercised the option of joining the provident fund in lieu of pension shall be entitled—

(*i*) to such pension or gratuity payable on retirement from the service of the District School Board or Authorised Municipality as they would have been entitled to if they had been invalidated from the date on which they have been admitted to the provident fund, the amount of such pension or gratuity, being based on the emolument drawn immediately prior to the date of their joining the provident fund. The amount of such pension payable by Government and/or the District School Board or Authorised Municipality shall be determined in accordance with the method indicated in Articles 45 and 799 of the Civil Service Regulations or rule 279-B of the Bombay Civil Services Rules as the case may be. The amount of such pension payable by the District School Board or Authorised Municipality shall be drawn by them from the Primary Education Fund of the District School Board or Authorised Municipality concerned, the amount payable by Government being drawn from the Consolidated Fund of the State;

(*ii*) to such further sum from the District School Board or Authorised Municipality to be payable on retirement from its service as may stand to their credit in the books of the Provident Fund, subject however, to the conditions laid down in Schedule M to these rules.

Note.—The staff referred to in clause (*c*) above shall retire or be permitted or required to retire from the service of the District School Board or Authorised Municipality in accordance with the pension rules in the Bombay Civil Services Rules Manual and, for this purpose, their services after joining the provident fund shall be taken into account. Those who are required to retire on the ground of inefficiency and whose total period of service including service rendered after joining the provident fund is less than that specified in rule 254 (2) of the Bombay Civil Services Rules may be granted pension in accordance with rule 301 of the Bombay Civil Services Rules. In the case of guaranteed teachers who have elected to remain under the old pension rules, the grant of such pension shall be made subject to the provisions of Article 353 of the Civil Service Regulations.

C.—Delegation of powers, duties and functions.

197. *Delegation by Authorised Municipality.*—Subject to the provisions of the Act and these rules an Authorised Municipality may delegate any of its powers, duties and functions to the Municipality School Board:

Provided that without the previous sanction of the Authorised Municipality the Municipal School Board shall not take any action which may involve any expenditure in excess of that provided for in the budget or increase the liability of the Authorised Municipality for future years.

198. *Delegation by School Board.*—The School Board may delegate any of its powers, duties and functions in accordance with the provisions of clause (*b*) of sub-section (*2*) of section 61 of the Act :

Provided that no action which may involve expenditure in excess of that provided for in the budget or increase the liability of the District School Board or Authorised Municipality as the case may be, in future years shall be taken by any Committee, member or officer of the Board to whom such powers are delegated without the previous sanction of the District School Board or of the Municipal School Board and Authorised Municipality.

D.—Schemes of Expansion on a Voluntary Basis.

199. *Rough estimate of proposals of additional expenditure.*—(1) When a District School Board or Authorised Municipality proposes to incur additional expenditure on the expansion of primary education on a voluntary basis, it shall submit for the administrative approval of Government a rough estimate of the several items of expenditure through the Director so as to reach the Director at least one year before the beginning of the financial year in which it is proposed actually to incur the additional expenditure.

(2) The rough estimate under sub-rule (1) shall be prepared in the relevant form prescribed in Appendix " E " to these rules.

200. *When detailed proposals to be submitted.*—(1) As soon as the rough estimate of the proposals is administratively approved by Government and the fact of such approval is communicated to the District School Board or Authorised Municipality concerned, it shall within four months from the date of such communication, prepare and submit to the Director detailed proposals separately for each item of additional expenditure.

(2) The detailed proposals for (i) the opening of new schools, (*ii*) the employment of additional teachers, clerks, inferior servants and other staff and (*iii*) payment of rents of school buildings shall be submitted in the relevant forms prescribed in Appendix " E " to these rules.

201. *Powers to rescind, vary or add to rules.*—If the State Government is satisfied that the strict observance of the provisions of these rules in their application to any person or institution or a class of persons or institutions is not possible in any case for sufficient reasons, it may rescind or vary or add to the provisions of any one or more of these rules, provided such rescission, variation or addition is not inconsistent with the provisions of the Act.

SCHEDULE A.

(*See* Rule 3 of the Bombay Primary Education Rules, 1949.)

SHOWING THE CONSTITUTION OF THE SCHOOL BOARDS UNDER THE BOMBAY PRIMARY EDUCATION ACT, 1947.

Serial No.	Name of the District School Board or the Municipal School Board.	Number of seats reserved for				
		Women.	Minorities.		Backward communities.	Representatives of Non-authorised Municipalities.
			Muslims.	Other minorities.		
1	2	3	4	5	6	7
	District School Boards.					
1	Bombay Suburban District.	1	1	1 (Indian Christian)	1	1
2	Thana	1	..	....	3	1
3	Kolaba	1	1	....	2	2
4	Ratnagiri	1	1	....	2	2
5	Nasik	1	..	....	2	2
6	Poona	1	..	....	2	2
7	Satara	1	..	....	2	2
8	Sholapur	1	1	....	2	1
9	Ahmednagar ..	1	..	....	2	1
10	East Khandesh ..	1	1	....	2	2
11	West Khandesh ..	1	..	....	3	1
12	Ahmedabad ..	1	1	....	2	2
13	Kaira	1	1	....	2	2
14	Surat	1	1	....	2	1
15	Broach	1	1	....	2	1
16	Panch Mahals ..	1	1	....	2	1
17	Dharwar	1	1	....	2	1
18	Belgaum	1	1	....	2	1
19	Bijapur	1	1	....	2	1
20	Kanara	1	1	....	1	2
	Municipal School Boards.					
1	Bandra	1	1	1 (Indian Christian)	1	.....
2	Nasik	1	1	.....	1	.....
3	Malegaon	1	...	.....	1	.....
4	Poona City ...	1	1	.....	1	1
5	Satara	1	1	.....	1	.....
6	Sholapur	1	1	.....	1	.....
7	Ahmednagar ..	1	1	1 (Indian Christian)	1	.....
8	Jalgaon	1	1	.. ..	1	.....
9	Amalner	1	1	.....	1	.....
10	Dhulia	1	1	.....	1	.....
11	Ahmedabad ...	1	1	.....	1	.....
12	Nadiad	1	1	.....	1	.....
13	Surat	1	1	.....	1	.....
14	Broach	1	2	.....	1	.....
15	Dharwar	1	1	.....	1	.....
16	Hubli	1	1	.....	1	.....
17	Gadag-Betigeri ...	1	1	.....	1	.....
18	Bijapur	1	1	.....	1	.....
19	Belgaum	1	1	.....	1	.....

SCHEDULE A—*contd.*

Serial No.	Name of the District School Board or the Municipal School Board.	Number of seats reserved for		No. of persons appointed by Government.		Total number of members.
		Persons who have passed the Matriculation or Second Year Training Certificate Examination.	General seats.	Government Officials.	Others.	
1	2	8	9	10	11	12
	District School Boards.					
1	Bombay Suburban District.	3	2	1	1	12
2	Thana	3	4	1	2	15
3	Kolaba	3	2	1	2	14
4	Ratnagiri	3	4	1	2	16
5	Nasik	3	5	1	2	16
6	Poona	3	5	1	2	16
7	Satara	3	5	1	2	16
8	Sholapur	3	4	1	2	15
9	Ahmednagar ..	3	6	1	2	16
10	East Khandesh ..	3	4	1	2	16
11	West Khandesh ..	3	4	1	2	15
12	Ahmedabad ..	3	2	1	2	14
13	Kaira	3	3	1	2	15
14	Surat	3	3	1	2	14
15	Broach	3	3	1	1	13
16	Panch Mahals ..	3	3	1	2	14
17	Dharwar	3	5	1	2	16
18	Belgaum	3	5	1	2	16
19	Bijapur	3	4	1	2	15
20	Kanara	3	3	1	1	13
	Municipal School Boards.					
1	Bandra	3	3	1	1	12
2	Nasik	3	4	1	1	12
3	Malegaon	3	5	1	1	12
4	Poona City ...	3	4	1	1	13
5	Satara	3	4	1	1	12
6	Sholapur	3	5	1	1	13
7	Ahmednagar ...	3	3	1	1	12
8	Jalgaon	3	4	1	1	12
9	Amalner	3	4	1	1	12
10	Dhulia	3	4	1	1	12
11	Ahmedabad ...	3	5	1	2	14
12	Nadiad	3	4	1	1	12
13	Surat	3	5	1	1	13
14	Broach	3	3	1	1	12
15	Dharwar	3	4	1	1	12
16	Hubli	3	4	1	1	12
17	Gadag-Betigeri ...	3	4	1	1	12
18	Bijapur	3	4	1	1	12
19	Belgaum	3	4	1	1	12

SCHEDULE B.

(*See* Rule 4 of the Bombay Primary Education Rules, 1949.)

A. The following classes and communites shall be treated as minorities :—

(1) The Muslims in all districts and authorised Municipalities of the State except in the Disticts of Thana, Nasik, Poona, Satara, Ahmednagar and West Khandesh and in the authorised Municipality of Malegaon.

(2) The Indian Christians in the Bombay Suburban District and in the authorised Municipalities of Bandra and Ahmednagar.

B. The following classes and communities shall be treated as backward communities :—

Backward Communities.

1. Advinchincher (section of No. 149).
2. Agar.
3. Alitkar.
4. Asodi.
5. Bahurupi.
6. Bajania.
7. Bakad or Bant.
8. Balsantoshi.
9. Bandi.
10. Barda.
11. Battal.
12. Bava.
13. Bavacha.
14. Bazigar.
15. Bedar (same as Nos. 17, 137, 138, 184 and 199).
16. Beldar.
17. Berad (same as Nos. 15, 137, 138, 184 and 199).
18. Bhambi.
19. Bhamta (same as Nos. 64, 183 and 191).
20. Bhand.
21. Bhangi.
22. Bharadi.
23. Bhavaiya.
24. Bhavin (males known as Devalis at No. 49).
25. Bhil.
26. Bhisti.
27. Bhoi.
28. Bhute.
29. Budbudki.
30. Burud.
31. Chakrawadya Dasar.
32. Chalvadi.
33. Chambhar (same as Nos. 112 and 165).
34. Chamtha.
35. Chandlagara.
36. Charan.
37. Charodi.
38. Chena Dasaru.
39. Chhara (same as Nos. 88, 89 and 168).
40. Chitrakathi.
41. Chodhra.
42. Chuhar (same as No. 43).
43. Chuhra (same as No. 42).
44. Dabgars (in Gujarat).
45. Dakaleru.
46. Dasa.
47. Davari.
48. Depala.
49. Devalis (females known as Bhavins at No. 24).
50. Devdig.
51. Dhanka.
52. Dhegu Megu.
53. Dhodia.
54. Dholi.
55. Dhor.
56. Dombari.
57. Dubla.
58. Futgudi.
59. Gamit (same as No. 60).
60. Gamta (same as No. 59).
61. Gandhrap.
62. Garodo.
63. Garudi (same as No. 133).
64. Ghantichor (same as Nos. 19, 183 and 191).
65. Ghisadi.
66. Golla.
67. Gond.
68. Gondhali.
69. Gopal.

70. Halepaik
71. Halleer.
72. Halsar (same as Nos. 73 and 76)
73. Haskar (same as Nos. 72 and 76).
74. Helav.
75. Holaya.
76. Hulsavar (same as Nos. 72 and 73).
77. Jatia.
78. Jatigar.
79. Javeri (same as No. 82)
80. Jogi
81. Jogtin.
82. Johari (same as No. 79).
83. Joshi.
84. Kahar.
85. Kaikadi.
86. Kammi
87. Kanade Talwar
88. Kanjar Bhat (same as Nos. 39, 89 and 168).
89. Kanjari (same as Nos. 39, 88 and 168).
90. Kapdi.
91. Katabu (same as No. 97).
92. Kathodi (same as No. 93).
93. Katkari (same as No. 92).
94. Kattai.
95. Kharwa.
96. Khelkari (same as No. 100).
97. Kiliket (same as No. 91).
98. Kolcha (same as No. 99).
99. Kolgha (same as No. 98).
100. Kolhati (same as No. 96).
101. Koli Dhor.
102. Koli Mahadev.
103. Koli Malhar.
104. Koli Suryavanshi.
105. Kongadi.
106. Konkna.
107. Korava (section of No. 85).
108. Korcha (section of No. 85).
109. Korchar.
110. Kotegar (in North Kanara)
111. Kotwal (same as No. 112).
112. Kotwalia (same as No. 111).
113. Kunbi Tilori (in the Ratnagiri District).
114. Kunchi Korava (section of No. 85).
115. Lamani.
116. Lingader.
117. Machigar.
118. Madig (same as No. 123).
119. Mahar.
120. Mahyavanshi.
121. Mairal.
122. Manbhav.
123. Mang (same as No. 118).
124. Mangela.
125. Mang-garudi.
126. Mavchi.
127. Me.
128. Meghval (same as No. 129).
129. Menghwar (same as No. 128).
130. Mini Madig.
131. Mochi.
132. Mochigar (same as Nos. 33 and 165).
133. Modikar (same as No. 63).
134. Mukri.
135. Nadia.
136. Naikda (same as No. 144).
137. Naikmakkalu (same as Nos. 15, 17, 138, 184 and 199).
138. Naikwadi (same as Nos. 15, 17, 137, 184 and 199).
139. Nandhari (same as No. 140).
140. Nandhari-paik (same as No. 139).
141. Nandiwale.
142. Nat.
143. Nath.
144. Nayak (same as No. 136).
145. Od.
146. Padharia.
147. Padiar.
148. Pangul.
149. Pardhi.
150. Patelia.
151. Patharvat.
152. Patradavaru.
153. Phanse Pardhi (same as No. 1 and section of No. 149).
154. Phugdi.
155. Ponla.
156. Powara.
157. Rachevar.
158. Raikari.
159. Ramoshi.
160. Rathawa.
161. Ravalia.
162. Rohit.
163. Sahadev Joshi.

164. Salat.
165. Samagar (same as Nos. 33 and 132).
166. Sangar.
167. Sanjogi.
168. Sansia (same as Nos. 39, 88 and 89).
169. Sarania.
170. Sarodi.
171. Sarvade.
172. Shenva (same as No. 177).
173. Shikari.
174. Shikligar.
175. Shingadya (same as No. 176).
176. Shingdav (same as No. 175).
177. Shindhya (same as No. 172).
178. Sochi.
179. Sudgadsidhar.
180. Suler.
181. Suppaling.
182. Tadvi Bhil.
183. Takari (same as Nos. 19, 64 and 191).
184. Talvar (same as Nos. 15, 17, 137, 138 and 199).
185. Thakar.
186. Thakur.
187. Timali.
188. Tirgar.
189. Tirmali.
190. Turi
191. Uchlia (same as Nos. 19, 64 and 183).
192. Vaddar.
193. Vadi.
194. Vaghri.
195. Vaidu.
196. Vaiti.
197. Vakkals (in the Kanara District).
198. Valhar.
199. Valmiki (same as Nos. 15, 17 137, 138 and 184).
200. Valvai.
201. Vanjari.
202. Vankar.
203. Varli.
204. Vasava.
205. Vasudev.
206. Vir.
207. Vitholia.
208. Wansfoda.

SCHEDULE C.

(*See* Rule 6 of the Bombay Primary Education Rules, 1949.)

Rules for the Election of Members of the School Board.

1. *President to fix place and dates for election.*—The President of the District Local Board or the authorised Municipality as the case may be, shall fix the date for the election of (1) the representatives of non-authorised municipalities and (2) the remaining members of the School Board. In each case, he shall also fix the date, hour and place for the following stages of the election, namely :—

(1) receipt of nomination papers,

(2) scrutiny of nomination papers,

(3) recording of votes,

(4) receipt of voting papers from non-authorised Municipalities,

(5) counting of votes.

The date for the receipt of nomination papers shall be not less than two weeks before the date fixed for recording of votes. The date fixed for scrutiny of nomination papers shall not be less than one week before the date fixed for recording of votes.

2. *Notice of election.*—At least four weeks before the date fixed for recording of votes, the President shall cause a written notice of such date and of the place, dates and hours fixed under rule 1 for the various stages of the election to be—

(*i*) in the case of District Local Boards,—

(*a*) sent to every member of such Board,

(*b*) sent to every non-authorised municipality concerned ;

(*c*) posted in some conspicuous place in the offices of the Presidents of the District Local Boards, of the Mamlatdar or Mahalkari of the taluka or mahal, as the case may be, and in such other places as the President may appoint ; and

(*d*) published in such manner as the President may deem fit ; and

(*ii*) in case of authorised municipalities,—

(*a*) sent to every member of such municipalities,

(*b*) sent to every non-authorised municipality concerned ;

(*c*) posted in some conspicuous place in the office of the municipality and in such other places as the President may appoint ; and

(*d*) published in such manner as the President may deem fit.

3. *Returning Officer.*—The President of the District Local Board or the authorised municipality shall be the Returning Officer :

Provided that—

(*a*) the President may, whenever he thinks necessary, and shall, when he himself is a candidate to the election, appoint, by a written order made not less than one week before the date fixed for the receipt of nomination papers, the Vice-President (if the Vice-President is himself not such candidate) or the Chief Officer to be the Returning Officer ;

(*b*) when the President and the Vice-President are both candidates to the election and there is no Chief Officer, the District Local Board or authorised municipality shall appoint such other member as is not a candidate at the election to be the Returning Officer.

4. *Nomination of candidates.*—(1) On or before the date and at the time appointed under rule 1 for the receipt of nomination papers, each candidate shall either in person or by his proposer and seconder deliver to the Returning Officer, a nomination paper duly completed in the form in Appendix I to this Schedule and subscribed by the candidate himself as assenting to the nomination and by two members of the electing local authority concerned as proposer and seconder. Nomination papers in the prescribed form shall be supplied by the Returning Officer to every candidate or any other person on his behalf asking for the same :

Provided that in the case of a candidate for election as a representative of non-authorised municipalities, the proposer and seconder subscribing the nomination paper shall be members of any of the said electing municipalities.

(2) The proposer and seconder shall be present at the time of presentation of the nomination paper to the Returning Officer who shall ascertain there and then, that the proposer and the seconder have willingly signed the nomination paper. If either the proposer or the seconder expresses his unwillingness to acknowledge his having signed the nomination paper, the candidate may present a fresh nomination paper.

5. *Scrutiny of nomination paper.*—On the date appointed for scrutiny of nomination papers the candidates and one proposer and one seconder of each candidate and one other person for each candidate duly authorised in writing by each candidate, but no other person may attend at the appointed time and place and the Returning Officer shall give them all reasonable facilities for examining the nomination papers of all candidates which have been delivered within the time and in the manner prescribed in rule 4.

6. *Disposal of objections : Rejection of nomination.*—(1) The Returning Officer shall examine the nomination papers and shall decide all objections which may be made to any nomination and may either on such objection or on his own motion, after such summary inquiry, if any, as he thinks necessary refuse any nomination on any of the following grounds :—

(*i*) that the candidate is ineligible for the vacancy or vacancies for which he has been nominated ;

(*ii*) that there has been any failure to comply with any of the provisions of the Act or the rules made thereunder ;

(*iii*) that the signature of the candidate or of any proposer or seconder is not genuine or has been obtained by fraud.

(2) Where a member has subscribed as proposer or seconder a larger number of nomination papers than there are vacancies to be filled, only such of the papers so subscribed as have been first received, up to the number of vacancies to be filled shall be deemed to be valid.

(3) Nothing contained in sub-rule (2) shall be deemed to authorize the refusal of the nomination of any candidate on the ground of irregularity in respect of nomination paper, if the candidate has been duly nominated by means of another nomination paper in respect of which no irregularity has been committed.

7. *Completion of scrutiny.*—(1) The Returning Officer shall endorse on each nomination paper his decision accepting or rejecting the same, and, if the nomination paper is rejected, shall record in writing a brief statement of his reasons for such rejection.

(2) The scrutiny shall be completed on the day appointed in this behalf and no adjournment of proceedings shall be allowed.

8. *Appeal against rejection of a nomination paper.*—(1) An appeal may be made to the Collector against an order of the Returning Officer rejecting a nomination paper within three days from the date of the order of the Returning Officer.

(2) On application made by any candidate whose nomination paper has been rejected, the Returning Officer shall forthwith grant the candidate a copy of the order rejecting his nomination paper.

(3) The candidate making an appeal shall forthwith forward a copy of the memorandum of appeal to the Returning Officer.

(4) The Collector shall decide the appeal as soon as possible and shall communicate his decision to the Returning Officer beore the date fixed for recording of votes.

(5) The decision of the Collector shall be final and the Returning Officer shall give effect to it.

9. *Preparation of list of valid nominations.*—On the completion of the scrutiny of nominations, the Returning Officer shall forthwith cause a list of valid nominations for each class of vacancies (excepting nominations for seats of representatives of non-authorised municipalities) to be prepared under his signature and cause it to be affixed in some conspicuous place in his office and at the place at which the election is to be held. He shall also cause a copy of the list to be sent to every member of the District Local Board or the authorised Municipality, as the case may be, showing therein the qualifications, viz., the details mentioned in Appendix I (of Schedule C) —Nomination Paper—of each of the candidates.

10. *Election of representatives of non-authorised Municipalities.*—The Returning Officer shall also communicate the valid nominations for seats of representatives of non-authorised municipalities to the Presidents of such municipalities and ask them to record the votes of such municipalities in Form II prescribed in Appendix II appended to this Schedule.

11. *Procedure at uncontested election.*—After the scrutiny of nomination papers, should the number of duly nominated candidates for any class of vacancies not exceed the number of vacancies in that class, the Returning Officer shall declare such candidates to be duly elected for that class.

12. *Right to be nominated to two or more vacancies.*—When elections for two or more constituencies are to be held at or about the same time, one and the same person may be nominated as a candidate for election for each such class of vacancy provided he is otherwise duly qualified.

13. *Withdrawal of candidature.*—Any person nominated under rule 4 may withdraw his candidature at any time on or before the date fixed for recording of votes under rule 1, by notice in writing subscribed by him and delivered to the Returning Officer. Such withdrawal shall make his nomination void. When such notice is delivered before the voting has begun and such withdrawal has the effect of leaving the election uncontested, the Returning Officer shall declare the remaining candidate or candidates, as the case may be, to be duly elected.

14. *Voting.*—(1) When there are more candidates for each class of vacancies than there are vacancies in the class and the question of voting arises, the voting shall be by ballot.

(2) The Returning Officer shall preside at the place fixed for recording of votes and receive votes thereat and provide himself with a box for receiving votes recorded at the election.

(3) Before the commencement of the poll, the Returning Officer shall show the ballot box empty to such candidates and such members of the District Local Board or the authorised Municipality as may be present at the polling station and shall then

lock it up and seal it in such manner as to prevent its being opened without breaking the seal. The ballot box shall then be placed within a screened partition.

(4) Every member of the District Local Board or authorised municipality desirous of recording his votes at the election shall attend for the purpose on the date and at the time and place appointed for recording of votes under rule 1. When a member presents himself at the polling station, he shall be provided by the Returing Officer with a voting paper in the appropriate form out of the two forms given in Appendix II to this Schedule. Before receiving the voting paper, the member shall sign the counterfoil thereof. No voting paper shall be issued after the closing hour appointed for recording of votes under rule 1 above but any member who has been given the voting paper before the closing hours shall be allowed reasonable opportunity to record his vote.

(5) After receiving his voting paper, the member shall proceed to the voting partition which shall be screened and shall record his votes there. The member shall have as many votes as there are vacancies and may give one or more votes to any candidate. The member shall put one cross in pencil against the name of the candidate for every vote he wishes to give to the candidate. If the member does not wish to record his vote or votes in the case of any candidate or candidates of any class of vacancies, he shall leave the appropriate part of his voting paper blank. Only one member shall be allowed in the voting partition at a time.

(6) There shall be no voting by proxy.

(7) The Returning Officer shall give such assistance as may be required to any member who is under any disability which incapacitates him from voting in the manner prescribed.

15. *Counting of votes.*—(1) The Returning Officer shall on the date and at the time and place appointed for the counting of votes under rule 1 in the presence of two members of the District Local Board or the authorised municipality who are not candidates and of any candidates in attendance open the ballot box and separate the voting papers which he deems valid from those which he rejects, endorsing on the latter the word "rejected" and the grounds of rejection.

(2) The Returing Officer may reject any voting paper on or by which the voting member has recorded more votes than he is entitled to or which bears any writing or a mark by which in the opinion of the Returing Officer, he is intended to be identified or which is unmarked or void for uncertainty.

(3) The Returning Officer shall then count the valid votes given to each candidate. He shall in respect of each vote put a cross against the name of the candidate who has received it in the appropriate form out of the two forms given in Appendix III to this Schedule.

(4) He shall, upon the completion of the counting, seal up in separate packets, endorsing on each a description of its contents and the date of the election to which it refers, the voting papers counted and the voting papers rejected. He shall also prepare the voting paper account and verify it by comparing it with the number of voting papers counted or rejected as aforesaid and of the unused voting papers.

(5) He shall then prepare and certify a return setting forth—

(i) the result of the verification referred to in sub-rule (4);

(ii) the names of the persons for whom valid votes are given;

(iii) the number of valid votes given for each person;

(iv) the number of votes declared invalid and permit any candidate to take a copy of or an extract from the return.

(6) The Returning Officer may at any stage adjourn the proceedings under this rule after giving notice of the date and hour at which proceedings will be resumed to the candidates and members of the electing local authority present.

16. *Declaration of results.*—When the counting of votes has been completed, the Returning Officer shall forthwith declare the candidate or candidates to whom the largest number of votes has been given to be elected. In the case of seats of representatives of non-authorised municipalities the candidates who secure the largest number of votes in the Form II given in Appendix III to this Schedule, shall be declared as elected. If there is an equal number of votes in favour of each of two or more candidates for one vacancy, the selection shall be determined by the Returning Officer by lot.

17. *Multiple elections.*—(1) If any person is elected to more than one vacancy on the School Board, he shall, by notice in writing signed by him and delivered to the Returning Officer within three days from the date of the declaration of the result of such election under rule 16, choose for which of these vacancies he shall serve and on such choice having been made, the result of the election shall, in every other vacancy to which such person has been elected, be determined as if no votes had been recorded for him.

(2) If such person does not make the choice referred to in sub-rule (1), the elections of such person shall be void and the results of the elections shall be determined as if no votes had been recorded for him.

18. *Publication of results.*—As soon as the results of the elections are declared, the Returning Officer shall cause them to be posted up in some conspicuous place in his office and shall without delay report the results to the District Local Board or the authorised Municipality.

19. *Custody of election papers.*—The Returning Officer, if he is the President shall retain in his custody or in case he is not the President shall hand over to the President for custody the return and the packets referred to in rule 15 and all other documents relating to the election.

20. *Production and inspection of election papers.*—(1) While in the custody of the President the packets of voting papers, whether counted or rejected, and of the counterfoils thereof shall not be opened and their contents shall not be inspected or produced except under the orders of a competent court or of Government.

(2) All other documents relating to an election in the custody of the President shall be open to inspection by the members of the electing body or by any servant of the State Government duly authorised in this behalf.

21. *Destruction of election papers.*—The President shall unless otherwise directed by a competent court or by Government cause all papers relating to an election to be destroyed after the lapse of one year from the date of the declaration of the result.

APPENDIX I TO SCHEDULE C.

Form of Nomination Paper.

(*See* rule 4 in Schedule C.)

District Local Board / Municipality of

* Description of the vacancy for which the candidate is nominated.

Name of candidate with father's name and surname, if any.

Age and sex—

Educational qualifications—

Address—

Name of the proposer—

Signature of the proposer.

Name of the seconder.

Signature of the seconder.

Declaration by Candidate.

I hereby signify my willingness to serve if I am elected.

Date. Signature of Candidate.

* Women, minorities, backward communities, persons possessing special educational qualifications, general and non-authorised Municipalities.

APPENDIX II TO SCHEDULE C.

Form of Voting Paper.

(*See* rule 14 in Schedule C.)

I

Form of voting paper for vacancies of members other than representatives of non-authorised Municipalities.

District Local Board / Municipality of

Counterfoil of Voting paper. *Outerfoil (Front).*

Voting Paper.

—	Description of the class of vacancies to be filled by election.	Number of posts to be filled.	Names of candidates (Valid nominees).	Cross ×.
1. Name of Elector.	1. Women			
	2. Representatives of Minorities—			
	(*i*) Muslims			
	(*ii*) Indian Christians ..			
	(*iii*) Hindus other than the Backward Classes.			
	3. Representatives of backward communities.			
Signature of Elector.				
	4. Persons who have passed the Matriculation or Second Year Training Certificate Examination.			
	5. General seats			

Note.—A separate voting paper should be used for each class of vacancies mentioned above, the entries relating to other classes of vacancies being scored out.

(Back of outerfoil.)

INSTRUCTIONS IN CONNECTION WITH RECORDING OF VOTES.

(1) For each class of vacancies you have the number of votes shown against the description of that class.

(2) Put a cross or crosses against the name of $\frac{\text{the candidate}}{\text{each of the candidates}}$ for whom you wish to vote.

(3) You must *not* put against any class of vacancies more crosses than the number shown against the description of that class.

II

Form of voting paper for vacancies to be filled by representatives of non-authorised Municipalities.

Name of Municipality .....

Names of candidates (valid nominees).	Cross (×).
Mr.	
Mr.	
Mr.	
Mr.	

President,

.....Municipality.

Note 1.—If the number of representatives of non-authorised Municipalities to be elected is one, the cross should be placed against the name of the candidate whom the Municipality wishes to elect. If the number of representatives to be elected is 2, both the crosses (x x) may be placed against the name of any one candidate in case the municipality concerned wishes to elect only one candidate or one cross (x) each may be placed against the names of two candidates in case the municipality wishes to elect two candidates.

Note 2.—A voting paper shall be invalid if—

(*a*) a cross is not placed against the name of any candidate,

or

(*b*) a cross is placed opposite the names of more than the number of candidates to be elected,

or

(*c*) The voting paper is not signed.

APPENDIX III TO SCHEDULE C.

Form of Consolidating the Votes Recorded for the Election of Members of the School Board other than the Representatives of Non-Authorised Municipalities.

(*See* rule 15 in Schedule C.)

I

Class of vacancies to which members are to be elected with the number of seats shown in brackets.	Names of valid nominees.	Votes recorded by members.												Total number of votes.
		1	2	3	4	5	6	7	8	9	10	11	12 & so on.	
1. Women ( ) ..	1 2 3 4													
2. Representatives of Minorities—														
(*i*) Muslims ( )..	1 2 3 4													
(*ii*) Indian Christians ( ).	1 2 3 4													
3. Backward Communities.	1 2 3 4													
4. Seats requiring special educational qualifications, i.e., Matriculation or Second Year Training Certificate Examination ( ).	1 2 3 4													
5. General Seats ..	1 2 3 4													

Date.

President, District Local Board. / Authorised Municipality.

Form for consolidating the votes recorded by each non-authorised Municipality.

(*See* rule 15 in Schedule C.)

II

Name of valid nominees.	Votes recorded by the Municipality of											Total number of the votes.
	1	2	3	4	5	6	7	8	9	10	11	
Mr. ..												
Mr. ..												
Mr. ..												
Mr. ..												
Mr. ..												
Mr. ..												
Mr. ..												
Mr. ..												

Date Signature of Returning Officer.

SCHEDULE D.

(*See* rule 12 of the Bombay Primary Education Rules, 1949.)

Rules for the election of Chairman or Vice-Chairman of a School Board.

(1) At the meeting called for electing a Chairman or a Vice-Chairman each candidate wishing to be elected as Chairman or Vice-Chairman shall deliver to the President of the meeting a nomination paper in the sub-joined form subscribed by the candidate himself as assenting to the nomination and signed by two other members as proposer and seconder.

Nomination paper for election as $\frac{\text{Chairman}}{\text{Vice-Chairman}}$

$\frac{\text{District School Board of}}{\text{Municipality of}}$

I hereby propose that Mr.

be elected as $\frac{\text{Chairman}}{\text{Vice-Chairman}}$ of the School Board.

Date Signature of the proposer Member.

I second the above proposal.

Date Signature of the seconder Member.

Declaration of the Candidate.

I hereby signify my willingness to serve as $\frac{\text{Chairman}}{\text{Vice-Chairman}}$ if I am elected.

Date Signature of the Candidate.

(1A) If only one nomination paper is received for the office of the Chairman or the Vice-Chairman, the President of the meeting shall declare such candidate to be duly elected to the office of the Chairman or the Vice-Chairman, as the case may be.

(2) If the number of nomination papers received for the office of the Chairman or the Vice-Chairman is more than one, the President of the meeting shall arrange to prepare voting papers in the sub-joined form containing names of candidates who have been duly nominated and shall supply such voting paper to every member of the School Board present at the meeting :—

Voting paper for the election of a $\frac{\textit{Chairman.}}{\textit{Vice-Chairman.}}$

	Name of the candidate.	Put only one cross against the name of the candidate for whom you wish to vote.
1.	..	
2.	..	
3.	..	
4.	..	

(3) The President of the meeting shall then show the ballot box empty to all such candidates and other members of the School Board present at the meeting and shall then lock it up, seal it and place it in front of him.

(4) Every member desirous of recording his vote shall proceed to a screened partition, where only one member shall be allowed at a time, and shall put one cross in pencil against the name of the candidate to whom he wishes to give his vote and shall then put his voting paper in the sealed ballot box.

(5) A member who does not desire to record his vote at the election shall return his voting paper to the President of the meeting who will make a remark to that effect on it.

(6) After all the members desirous of recording their votes have put their voting papers in the ballot box, the President of the meeting shall open the box, in the presence of the members attending the meeting, separate the voting papers, reject any voting paper on which the voting member has recorded his vote in such a manner that it is not possible to identify the persons to whom he wishes to give his vote, shall count the votes given to each candidate and then declare the candidate who has secured the largest number of votes as duly elected.

(7) In case of equality of votes the result of the election shall be determined by lot to be drawn in the Presence of the President of the meeting in such manner as he may determine.

(8) The President of the meeting shall then collect all the voting papers including the blank ones returned by any members and all other papers relating to the election of the Chairman or Vice Chairman, make a list of them and hand them over to the Administrative Officer of the School Board, who shall keep them in his custody for a period of at least six months from the date of the election and shall make them available for inspection by the members of the School Board or by any servant of the State Government duly authorised in this behalf.

(9) The Administrative Officer shall unless otherwise directed by a competent court or by the State Government cause all the papers relating to the election of a Chairman or Vice-Chairman, as the case may be, to be destroyed after the lapse of six months from the date of the election.

SCHEDULE E.

Duties of Attendance Officers.

(*Vide* rule 68 of the Bombay Primary Education Rules, 1949.)

1. *General.*—(1) Every Attendance Officer shall make himself thoroughly acquainted with the provisions of sections 30 and 32 to 37 of the Bombay Primary Education Act, 1947, and rules in Chapter VI of the Bombay Primary Education Rules, 1949, regarding attendance and enforcement of compulsion and with the Attendance Regulations framed by the School Board, if any, or the Model Regulations in Schedule G to the Bombay Primary Education Rules, 1949.

(2) Each Attendance Officer shall regularly, promptly, and accurately make all requisite entries in his books or registers and have all forms, reports, books or registers posted up-to-date, and ready for immediate use or inspection. He shall assist the Administrative Officer or any other officer nominated by him in compiling statistics and in preparing reports or statements and undertake such other duties as may be required of him by the Administrative Officer or the Assistant Administrative Officer.

(3) Each Attendance Officer shall give his whole time to the service of the School Board and shall not engage himself in any other trade or employment without the previous consent of the School Board Administrative Officer.

(4) No Attendance Officer shall divulge the nature of his duties or instructions or the information he may acquire in the course of his duties to any one not being a member of the School Attendance Committee or the Chairman of the School Board or the Administrative Officer or the Assistant Administrative Officer. He shall refer inquiries on such subjects to the Administrative Officer.

2. *Organisation of Census Work.*—(1) Every Attendance Officer, if called upon by the Administrative Officer, should suggest suitable dates for the first and subsequent annual census of children of school-going age in the villages or areas in his charge;

(2) About a week prior to the commencement of the actual census, the Attendance Officer shall, as directed by the Administrative Officer, hold meetings in suitable centres of all Enumerators and Supervising Enumerators for groups of neighbouring villages and explain to them the nature of the work they have to do and the difficulties they are likely to meet with, impress upon them the importance of taking a correct and complete census and ask them to exercise the greatest possible care and vigilance while taking the census. The fact should be stressed that if the parent of a child escapes enumeration at the census, he generally escapes all the penal sections

of the Bombay Primary Education Act. At this meeting each enumerator should be supplied with—

(*i*) the necessary census forms ;

(*ii*) copies of notice to the public of the probable days and time of the census to be put up in the villages or areas in which compulsion is proposed to be introduced ; and

(*iii*) copy of the instructions for the guidance of enumerators and supervising enumerators. (These instructions are printed separately in regional languages).

(3) While the census work is going on, each Attendance Officer shall visit as many villages as possible, and check the census work and see that the instructions for taking the census are observed by the enumerators and supervising enumerators. The Attendance Officer shall also try to remove the difficulties, if any, met with by the enumerators and supervising enumerators in getting the information required for the census.

(4) After the census work is completed the Attendance Officer shall arrange, with the help of enumerators and supervising enumerators, to get 3 copies of the following statements duly prepared in the prescribed forms and checked by the supervising enumerators :—.

(*i*) A census register of all children in each village or ward of the town who will be liable for compulsion from the beginning of the next school year ;

(*ii*) Separate lists of boys and girls liable for compulsion from the beginning of the next school year and not attending any school at the time of the census ;

(*iii*) Separate lists of boys and girls liable for compulsion from the beginning of the next school year according to their mother-tongue ; and

(*iv*) Separate lists of boys and girls liable for compulsion from the beginning of the next school year according to communities.

(5) Each Attendance Officer shall assist the Administrative Officer in the consolidation of census statistics and preparation of the various statements forming part of the scheme of compulsion.

(6) Each Attendance Officer shall be responsible for maintaining a correct and up-to-date Census Register for each village or ward of a town in his charge. The Census Register, which should be regarded as a permanent document, can be kept up-to-date by—

(*i*) the removal of the names of children who have ceased to come under the compulsory scheme for a valid reason such as (*a*) death, (*b*) completing the compulsory course, (*c*) completing the school year after completing the compulsory age, (*d*) being eligible for any of the exemptions under section 33 of the Act or (*e*) leaving the compulsory area ;

(*ii*) the addition of the names of all children of compulsory age whose names do not appear in the register either because (*a*) they came into the compulsory area after the census or because (*b*) they escaped enumeration at the time of the census. The names of such of these children as voluntarily come to school can be obtained from the school register. The names of children who have been voluntarily attending school before the compulsory age, and who attain the compulsory age during the course of the year shall also be added to the lists.

3. *Issue of Attendance Notices and Orders.*—(*a*) Each Attendance Officer shall, as directed by the Administrative officer arrange to prepare notices of attendance to be given to parents of children liable for compulsion and arrange for their distribution to the parents concerned at least two months prior to the day on which the children must first attend a school as required by the rules in Chapter VI of the Bombay Primary Education Rules, 1949.

(*b*) The Attendance Officer, if authorised by the School Board, shall inquire into the applications by parents for exemption under section 33 of the Act and after hearing what the parents have to say shall pass on the applications within a fortnight of the receipt of such applications to the Administrative Officer or to any other person or committee as directed by the Administrative Officer, together with this recommendations as to whether the excuse of the parent for exemption should or should not be granted or granted for a short period only.

(*c*) After the School Board or the member of the School Board or the officer authorised by the School Board under section 34(2) has given a decision on the parent's application for exemption, the Attendance Officers, if authorised by the School Board, should issue attendance orders as required by section 34 (1) of the Act to the parents concerned.

4. *School Attendance Reports.*—(1) The Attendance Officer shall then supply the head teacher of each primary school in the village or ward of a town in his charge a list of all children liable for compulsion, (including those non-attending children whose parents have been ordered to cause them to attend a school) and inform him of the date or dates from which the attendance of such children is compulsory as required by the rules in Chapter VI of the Bombay Primary Education Rules, 1949.

(2) The Attendance Officer should also ask the head teachers of primary schools in his charge to report to him within a week of the commencement of the school year the names of any such children from the list who do not attend school.

(3) The Attendance Officer should also obtain from the heads of schools, by the 5th of every month, a report in the form prescribed, giving the names of children liable for compulsion who have failed to attend or have not attended regularly during the preceding month and also of those who joined or left the school during the month. These reports will enable the Attendance Officers to maintain the Census Register correct and up-to-date after verification.

(4) On receipt of such reports from heads of schools, the Attendance Officer, if authorised by the School Board, should issue Attendance Notices to parents whose children are not attending school or attending irregularly and arrange to distribute these notices to the parents concerned.

5. *Visits to schools and homes of pupils.*—(1) The Attendance Officer shall visit schools in his charge systematically and preferably at least once every month and ascertain from the head master or head mistress whether each child who was reported to be absent in the previous month is attending the school and obtain from the head of the school an attendance slip of each school going pupil who is absent and (unless the head teacher knows that there is a satisfactory reason for such absence) shall at once visit the home of the absentee pupil and make inquiries.

(2) The Attendance Officer shall also make particular enquiry about all children whose names are for any cause removed from the register of any school and keep such cases strictly in view until the children are admitted into another school (unless he is satisfied that the children have left the village and gone elsewhere).

(3) The Attendance Officer shall visit the homes of absentee pupils preferably in the morning or in the evening. In visiting the homes of pupils it will be the duty of the Attendance Officer to ascertain whether every child of school-going age is receiving satisfactory instruction, in case of neglect, to ascertain the real cause; to explain to the parents the requirements of the law; to urge upon them the necessity of at once complying with those requirements and to furnish them, if requested, with information as to the suitable approved schools in the neighbourhood (but the Attendance Officer must scrupulously avoid using influence in favour of any particular school as the choice of school rests absolutely with the parents). Where a child is said to be attending a private school or to be under efficient instruction in some other manner the Attendance Officer must use his judgment and make enquiries as to the correctness of the statement.

(4) Cases of frequent absence from school owing to sickness should be vouched for, if possible, by a certificate of a duly qualified medical practitioner stating the nature of the illness and its probable duration. When dealing with those who attend a school irregularly the Attendance Officers should explain to the parents the requirements of Attendance Regulations framed by a School Board. Where a child is prevented from attending school by sickness or any unavoidable cause, it will be necessary to see that the child is not detained at home after recovery from sickness or when the cause of detention ceases. When it is suspected that a contagious or infectious disease is the cause, the case should be immediately reported to the Administrative Officer who will communicate with the Medical Officer of the District.

6. *Enforcement of Compulsion.*—(1) The Attendance Officer if authorised by the School Board under section 34 (2) of the Act, shall prepare cases for prosecution and lodge complaints under section 35 of the Act before a Magistrate, village bench or other person competent to take cognisance of an offence committed by any parent for failure to cause his child to attend the school.

(2) The Attendance Officer, if authorised by the Administrative Officer, shall first issue a warning to a person who employs a child liable for compulsion so as to interfere with its instruction, and if this warning has no desired effect, he shall lodge a complaint under section 36 before a Magistrate competent to take cognisance of such offence against the employer concerned.

(3) The Attendance Officer shall attend the Court of a Magistrate, village bench or other person authorised in this behalf and report to the School Attendance Committee or the Administrative Officer as directed by him the decision of the case.

7. *Monthly Reports.*—Every Attendance Officer shall send each month to the School Board or committee or officer authorised by the School Board for this purpose, a correct report of his month's work including (*a*) the number of visits to houses, (*b*) the number of visits to schools. (*c*) the number of cases reported to the School Attendance Committee or the Administrative Officer, (*d*) the number of truant or wandering children found during the month, (*e*) the number of children of school-going age found not attending any school, (*f*) the number of warnings issued under section 36 of the Act to employers responsible for employing children liable for compulsion, (*g*) the number of complaints lodged before a Magistrate, village bench or other competent person under sections 35 and 36 of the Act, (*h*) a statistical statement showing particulars of children, their attendance etc., in the school in his beat and (*i*) any other matter of importance which the officer may deem it necessary to bring to the notice of the School Attendance Committee or the School Board.

SCHEDULE F.

[*Vide* rules 106 (2) and 111 (2) (*d*) of the Bombay Primary Education Rules, 1949.]

MODEL CONDITIONS OF EMPLOYMENT OF TEACHERS IN PRIVATE SCHOOLS.

(*N.B.*—The conditions of employment given in this Schedule are in respect of teachers employed in approved private schools. Unless the management of the schools prescribe other conditions with the approval of the Deputy Educational Inspector these model conditions shall be applied.)

1. *Pay.*—Scale of pay.

2. *Provident Fund.*—A teacher shall subscribe to the Provident Fund according to the rules in force.

3. *Vacation pay.*—If a teacher is appointed for the major part of the term, he shall be entitled to vacation pay at the end of the term: Provided that if the temporary appointment is in a post which is not permanently vacant, and some other teacher is drawing pay for the vacation and the temporary teacher has been duly informed of this position, the latter shall not be entitled to vacation pay.

4. *Discipline.*—All teachers shall be subject to the general rules of discipline and conduct and such other rules and instructions as may be issued by the management.

5. *Period of probation.*—Unless it is a purely temporary vacancy, a teacher shall ordinarily be on probation for a period of two years from the date of his first taking over charge of his appointment.

6. *Permanent teacher.*—(1) If a teacher is professionally qualified and appointed to a permanent vacancy, he will be regarded as a permanent teacher after a service of two years for purposes of leave, and notice of discharge.

(2) An agreement shall be entered into between a teacher made permanent and the management in Form C in Appendix C to these rules.

7. *Teaching qualifications.*—All untrained teachers shall be required to get such teaching qualifications as may be laid down by Government within a specified period. Failure to get such qualifications may entail discharge from service.

8. *Leave.*—Leave cannot be claimed as of right. Discretion to refuse or cancel leave of any description is reserved to the Head Teacher or Manager of the school.

9. Casual leave or unofficial leave may be given for special and unforeseen circumstances for a period of not more than six days at a time, the total period of leave in a year being limited to a fortnight. Casual leave cannot be prefixed or affixed to any kind of leave or to holidays except Sundays.

10. *Other leave.*—(*a*) Temporary teachers shall not be entitled to any leave with pay, other than casual leave.

(*b Permanent teachers.*—Leave on Medical Certificate on half-average pay not exceeding three months at any one time at the rate of 1/11th of active duty may

be granted, the total period of such leave being limited to 12 months in the whole service. A Medical Certificate shall, if required by the management of the school, be produced by the teacher from the Civil Surgeon or a registered Medical Practitioner named by the Management of the school.

11. *Termination of services.*—It shall be open to the school authorities to dispense with the services of temporary teachers without assigning any reasons after giving one calender month's notice. In the case of a permanent teacher, the school authorities shall be entitled to dispense with his services after giving a school term's notice but in case of the reduction of establishment after giving three calender months' notice.

In the case of insubordination, neglect of duty or misconduct, it shall be open to the school authorities to dispense with the services of any teacher without notice after due inquiry. In such a case for the purposes of the inquiry, the teacher will be furnished in writing with the charges against him and called upon to submit his explanation in writing within one week from the date of the receipt by him of the letter containing the charges. In the event of his failure to submit an explanation within the above period the management may dismiss him forthwith. While framing the charges against any teacher the remarks of the Inspecting Officer on the work and conduct of the teacher shall be taken into consideration.

12. *Resignation.*—No teacher shall leave service without giving a calendar month's notice in the case of temporary teachers, and a school term's notice in the case of permanent teachers.

A temporary teacher giving notice during the vacation or at the beginning of the school year shall not be entitled to vacation pay.

13. *Duties.*—All teachers shall, during the period of their service, employ themselves honestly and efficiently under the orders of the Manager and shall make themselves in all respects generally useful to the school. They shall devote their whole time to the duties of the school and shall not on their own account or otherwise either directly or indirectly, carry on or be concerned in any trade or business or undertake private work or take an active part in any public activity whatsoever without having first obtained the permission of the Manager.

14. *Absence.*—No teacher shall absent himself from his duties without first having obtained the permission of the Manager in this behalf and in the case of ill-health without producing such medical certificate as may be demanded by the Head Teacher.

15. *Other activities.*—Every teacher shall carry out such duties pertaining to the school as may be assigned to him from time to time by the Manager, including duties connected with extra-curricular activities such as supervision of physical exercises, games and sports, work connected with the library and co-operative societies, ceremonial functions, etc.

16. *Misconduct.*—In the event of misconduct on the part of the teacher or of the breach by him of any of the conditions specified above, the school authorities will be entitled at any time after due inquiry to impose a penalty or to dispense with his service without notice.

17. *Representations.*—All representations of whatever nature from a teacher in connection with the employment or in connection with his school to the school authority shall always be addressed through the head of the school.

SCHEDULE G.

[*Vide* rule 125 (1) of the Bombay Primary Education Rules, 1949.]

MODEL ATTENDANCE REGULATIONS FOR ADOPTION BY SCHOOL BOARDS IN AREAS OF COMPULSION.

1. These regulations shall be called the Compulsory Attendance Regulations.

2. (1) These regulations shall extend to the areas of compulsion in

(2) They shall come into force on 19

3. In these regulations, unless there is anything repugnant in the subject or context,—

(*a*) "Act" means the Bombay Primary Education Act, 1947.

(*b*) "Child" means a child to whom the scheme applies.

(*c*) "Scheme" means a scheme prepared by the Administrative Officer of a District School Board under section 25 of the Act or by an Authorised Municipality under section 26 of the Act for providing compulsory primary education in any area ; and

(*d*) Words and expressions used in the Bombay Primary Education Act, 1947, or the Bombay Primary Education Rules, 1949, and not defined in these regulations shall have the meanings assigned to them in that Act and those Rules.

4. The daily school hours at an approved school may be divided into two sessions, each consisting of such periods of instruction as may be fixed by the School Board :

Provided that the school board may direct that on certain days there shall be only one session.

5. Every child shall, unless leave of absence is sanctioned under regulations 8, 9 or 10, be present for instruction at an approved school on every working day for at least half the periods of instruction in a session fixed under regulation 4.

6. When any child is present for instruction at an approved school for at least half the periods of instruction in a session, he shall be marked present for such session at such school.

7. A child shall not be deemed to have attended an approved school unless he is marked present under regulation 6 for—

(*i*) at least 300 sessions in a year or if the "shift system" or one continuous session has been introduced in the school, at least 150 sessions in a year, and

(*ii*) three-fourths of the total number of sessions held in each month excluding the number of sessions for which leave of absence for the child has been sanctioned under regulations 8, 9 or 10.

8. The Head Teacher may sanction leave of absence to a child for a period not exceeding seven days at a time—

(*a*) when the child is ill, or

(*b*) when any other member of his family is ill or disabled and his attendance is required at home ; or

(*c*) when his presence is specially required by his parents to help them in their vocation.

A report of leave sanctioned under this rule shall be submitted by the Head Teacher to the attendance officer of the ward or beat.

9. If the leave applied for exceeds seven days at a time the head teacher shall forward the application to the attendance officer of the ward or beat who may grant such leave for a period not exceeding 15 days in all at a time for any of the reasons mentioned in rule 8.

10. If the leave applied for exceeds 15 days at a time, the attendance officer shall forward the application with his remarks to the Administrative Officer who may grant such leave for a period not exceeding 30 days in all at a time for any of the reasons given in rule 8.

11. Leave of absence for a period exceeding 30 days at a time shall be granted only by the School Board.

12. The Head Teacher shall, before the 5th day of every month, report to the Administrative Officer the names of children who have not attended the school for the number of sessions mentioned in clause (*ii*) of regulation 7.

13. A copy of these regulations shall be supplied to the parent of every child who is attending an approved school.

SCHEDULE H.

RULES INDICATING THE PROCEDURE REGARDING EXECUTION OF WORKS PERTAINING TO SCHOOL BUILDINGS [*vide* RULES 145 (2) (*c*) AND 150 OF THE BOMBAY PRIMARY EDUCATION RULES, 1949].

Part I—Special repairs not enhancing the original cost of the building and costing not more than Rs. 100 or such greater amount as Government may from time to time by special order fix under rule 145 (2) (c), and current and ordinary repairs to individual buildings.

A—Works costing not more than Rs. 50, and in cases where Government has fixed an amount by special order, not more than half such amount.

Estimates.—To be submitted by the Head Masters or Government Inspecting Officers.

Sanction.—To be sanctioned by the Administrative Officer and the Chairman, School Board.

Agency.—Local agency through the Head Master.

Completion certificates.—To be signed by (1) the Government Inspecting Officer of the beat, failing him a School Panch and (2) the Police Patel of the place. In the case of non-authorised Municipal Schools, the completion certificates should be countersigned by the Secretary or the Chief Officer of the non-authorised Municipality.

Bills.—To be scrutinized by the Administrative Officer and passed by the Chairman, School Board.

B—Works costing more than Rs. 50 or where an amount is fixed by Government by special order, half such amount.

Estimates.—To be framed by the Engineer of the District School Board o Authorised Municipality or where there is no Engineer by the Overseer of the District School Board or Authorised Municipality in consultation with the Administrative Officer.

Sanction.—To be sanctioned by the School Board.

Agency —Through the District School Board or Authorised Municipality.

Completion Certificates.—To be signed by (1) School Panch, and (2) any member of the Taluka, District or School Board, whosoever is available or failing them any Officer of the Board duly authorised by the Chairman. In the case of non-authorised Municipal Schools the completion certificate should be signed by the Secretary or the Chief Officer of the non-authorised Municipality.

Bills.—To be prepared by the Engineer or Overseer of the District School Board or Authorised Municipality and passed by the School Board.

Part II—Special Repairs, New Works, etc.

(Non-recurring.)

N.B.—The School Board shall sanction plans and estimates for works involving an expenditure up to a limit fixed by Government from time to time in this behalf. The plans and estimates for works involving an expenditure exceeding such limit shall be sanctioned by Government or by an officer authorised by Government in this behalf from time to time in the case of District School Boards and by authorised Municipalities in the case of Municipal School Boards.

District School Board or Municipal School Board.—Plans and estimates for works involving an expenditure up to Rs. 500 inclusive.

1. All works (except those mentioned in part 1-A above), e.g. new works, special repairs, etc., shall be executed through the agency of the District School Board or Authorised Municipality.

2. For this purpose the School Boards shall call on the Engineer (or where there is no Engineer the Overseer of the District School Board or Authorised Municipality) to submit to them estimates for the works proposed which should be indicated by the School Board and also to arrange to obtain the approval of the Government, Public Works Department, and other proper authorities where

necessary (*vide* Rules 6 and 7 in Schedule I to the Bombay Primary Education Rules, 1949).

3. The Engineer or the Overseer shall submit the estimates to the School Board as early as practicable.

4. The plans and estimates shall be approved with modifications, if necessary, by the District School Board or Authorised Municipality, as the case may be, within the limit of their powers as indicated above and shall be returned to the Engineer or the Overseer with an order to proceed with the work.

5. The Engineer or the Overseer will then proceed with the work. While the work is in progress, the members of the administrative staff of the School Board concerned or any member of the School Board, whoever is available, or failing them, any officer of the Board duly authorised by the Chairman of the School Board, should report to the Chairman the defects in the construction, if any, provided that the person so authorised by the School Board is always available on the spot. No deviations in the sanctioned plans shall be made without the previous permission in writing of the Chairman, School Board, and until the deviations are approved by those officers who have approved the plans and estimates of the work.

6. On completion of the work the Engineer or the Overseer shall forward to the School Board a completion certificate, in duplicate, with a statement of expenditure on the work.

7. If the District School Board have reason to believe that the work has not been done according to specifications they shall direct the Administrative Officer to take up the matter with the Engineering Staff concerned and the Administrative Officer shall take such suitable action as may be necessary to ensure that the work is executed in accordance with the specifications. In the case of Municipal School Boards, all matters in dispute which cannot be settled with the Engineering staff to the satisfaction of the Municipal School Board, shall be referred to the Authorised Municipality for final orders.

8. The School Board being thus satisfied that the work has been completed shall countersign one copy of the completion certificate and return it to the Engineer or the Overseer.

9. The School Board shall decide which of the duties devolving on them under these rules shall be performed by the Administrative Officer and the Chairman respectively.

10. In according sanction to estimates the sanctioning authorities shall take care to see that in the case of non-recurring expenditure the conditions prescribed in rule 147, 148 or 149 of the Bombay Primary Education Rules, 1949, for qualification for the Government grant are fulfilled.

SCHEDULE I.

RULES FOR BUILDING GRANTS AND GRANTS FOR SITES (*vide* RULE 150 OF THE BOMBAY PRIMARY EDUCATION RULES, 1949).

1. In the case of non-recurring expenditure on schools maintained or approved by District School Boards or Authorised Municipalities under the provisions of the Bombay Primary Education Act, 1947, and the rules thereunder, a grant of money, hereinafter referred to as a building grant, may be given to District School Boards or Authorised Municipalities in aid of erecting, purchasing, enlarging, rebuilding or improving school buildings.

2. (i) Applications for non-recurring grants will be considered according to the priority of their receipt. Government reserve to themselves the fullest discretion in disposing of them according to the funds available.

(ii) Applications for building grants must be submitted in the following form, within one year of the date of the completion of the work, to the Director of Public Instruction who will dispose of them in accordance with the provisions of the Bombay Primary Education Act, 1947, and the rules thereunder and the means at his disposal :—

Form of Application for Building Grant.

(1) Locality.

(2) Name of the Institution.

(3) Whether the school is maintained by a District School Board or Authorised Municipality or is under private management.

(4) The specific purpose for which the grant is claimed, i.e. whether the grant is required for the construction or for the purchase of a school building, for making additions and alterations to an old one, for effecting special repairs to an existing building resulting in an increase in the original value of the building or for the purpose of purchasing a site.

(5) The total cost as detailed below and the proportion which the grant bears to it :—

(*a*) Value of the work as certified by the Government Executive Engineer of the division.

(*b*) Establishment and tools and plant charges, and the rate per cent.

(6) (*a*) Total area of the class room accommodation, and (*b*) the number of pupils for whom the building is intended.

(7) Amount of grant.

(8) Whether the Institution has previously received a building grant from Government ; if so, how much, when and under what orders.

(9) If a trust deed has been executed, the number and date of the last Government Resolution or of the letter of the Director of Public Instruction in the matter.

(10) How the site (described below) has been acquired. If it has been granted by Government, under what orders and terms.

(*a*) The site measures—

Feet.

from North { on the eastern side
to South { on the western side
and
from East { on the northern side
to West { on the southern side

(*b*) The site is bounded—
on the North by
on the South by
on the East by
and
on the West by

(*c*) Area of the site—

(11) Whether the title of the managers to the site mentioned above is good. If it has previously been declared to be good and in order, the Director of Public Instruction's number and date (if any) in the matter. Whether the entire site mentioned above has been covered by the trust-deed referred to in item No. (9) above.

(12) Whether the plans (including the site plan) and estimates have been approved, and if so, by whom; a copy of the certificate given by such approving officers being furnished with the application, in case the plans and estimates are not countersigned by them, in token of approval.

(13) The agency by which the work was carried out.

(14) The date of the commencement of the work.

(15) The date of the completion of the work.

(16) Whether the managers are willing to get the building insured, if in the opinion of the Executive Engineer the insurance is necessary.

(17) Whether the managers are willing to execute a trust-deed or agreement in case the grant is given.

(18) Actual expenditure incurred on the work

(19) Particulars regarding item (number) in the pertinent Audit Note on the accounts of the School Board, against which the actual expenditure mentioned above stands:—

(*a*) Year of the Audit Note.

(*b*) Page (number).

(*c*) Appendix.

(*d*) Serial or Item (number).

(*e*) Aggregate amount, if any, in which the actual expenditure has been included.

(20) Whether the actual expenditure mentioned against item No. 18 above has actually been excluded from the expenditure on which recurring grants to the District School Board or Authorised Municipality for Primary Education were based.

(21) Whether any public contributions for the purpose mentioned in item No. (4) above were received, and if so, what amount and in what year ?

(22) Whether quarters for teachers have been provided on the premises of the school, and if so, whether any, and what amount of expenditure was incurred on the quarters in this case, and whether it has been included in the expenditure mentioned in item (18) above.

Certified that the District School Board or Authorised Municipality has received no grant from Government for the work described in this application.

Dated,

Administrative Officer,
District School Board—

Chairman,
District School Board—

Chairman,
Municipal School Board—

President,
Authorised Municipality—

3. Grants made under rules 147, 148 and 149 of the Bombay Primary Education Rules, 1949, shall not exceed—

(*a*) The limit per pupil as laid down by Government from time to time.

(*b*) The expenditure provided for in the budget in the case of a District School Board, and one-half of the approved expenditure in the case of an Authorised Municipality, and

(*c*) The net cost to the District School Board or Authorised Municipality after taking into account the amount or value of the popular contributions received by it in respect of the building, etc.

Explanation 1.—In calculating the total expenditure, the cost of the building materials or labour may be taken into calculation at such valuation as Government may be pleased to fix.

Explanation 2.—In the case of school buildings, etc., which have been constructed by District School Boards or Authorised Municipalities with the aid of public contributions, either in cash or in kind, the grant shall be calculated on the gross expenditure incurred on the buildings, etc., at the rates specified in clause (*b*).

Nothing in this rule shall be deemed to compel Government to give the maximum of the grant under rules 147, 148 or 149 of the Bombay Primary Education Rules, 1949. The payment of the grant under the said rules will depend on the circumstances of each case and upon the financial condition of Government.

4. Before a building grant is sanctioned Government must be satisfied—

(i) that the means relied upon have actually been raised and are available, a declaration to this effect is appended to the application ;

(ii) that the building is intended for and will be devoted to educational purposes, and in part to secular education, and that it is suited as to site and character for the requirements of the locality where it is designed to build it ;

(iii) that the plans, estimates and specifications are satisfactory, for which purpose a certified copy of them must be forwarded with the application, to be submitted thereafter for the report of the Public Works Department, in which Department it will be finally recorded ;

(iv) that the title of the managers to the site on which the building is to be erected is good and in order.

5. (*a*) In order to show the title of the managers, the following documents and information should, as far as possible, be furnished :—

(i) Documents of title under which the managers acquired the property.

(ii) Documents of title and other evidence showing the undisturbed possession of the vendor or donor or other person from whom the managers acquired the property, or of the predecessors-in-title, for a period of at least 12 years prior to the date of the acquisition of the property by the managers.

(iii) Duly certified copies of all registered documents which cannot for sufficient reason be produced.

(iv) Evidence that those who on the documents produced dealt with the property were adult and competent to confer a title, e.g., as a sole owner, or as a manager of a Hindu joint family, or as a Hindu widow, alienating for a specific purpose allowed by law.

(v) Evidence that there are no encumbrances on the property, and a statement that the village record of rights and the indexes of the village Registrars, Sub-Registrars' and District Registrars' records relative to the property in question have been examined for 12 years prior to the acquisition by the manager.

(vi) A certified copy of any relevant entries in the Cantonment, Municipal or village records, or in the village record of rights or Register of Mutations, relating to the land.

(vii) Original receipts for any assessments or taxes paid in respect of the property.

(viii) A correct description of the property, its survey numbers and boundaries, and a map showing it and the adjoining properties and the position of any buildings on it on the site plan the dimensions, boundaries and the north point of the site should be marked and the area of the site mentioned. The site plan should be signed by a responsible officer of Government in token of its verification.

(ix) If the site has been granted by Government, the sanad granted by the Collector and if it has been acquired under the Land Acquisition Act, the Award Statement from the Land Acquisition Officer should be furnished.

If a manager professes to be acting for an association, corporation, society or other body of persons, the following will also be required :—

(x) A copy of the memorandum and articles of association or rules and regulations of the body on whose behalf he professes to be acting, so far as they relate to holding and dealing with immoveable property, the receipt of grants-in-aid and the execution of deeds, or any other documents authorizing him to acquire the property on its behalf.

(xi) His authority (if any) to receive the grant and execute the trust deed on its behalf.

(xii) Information whether the association, etc., is registered and, if so, when, where and under what Act.

(xiii) The title-deed vesting the property in the association, etc. In any complicated case, or where there may be a doubt as to the validity of the title of the managers, the latter are recommended to avail themselves of adequate legal assistance in placing their title properly before the Law Officers of Government and, if necessary, rectifying their title.

Note.—All documents of title shall, if the grant is sanctioned, be retained by Government, who shall be entitled to the possession thereof.

(*b*) In cases where the Managers have no documentary evidence to prove the title to the sites on which the School Buildings owned by them stand, an undertaking should be taken from them that they shall refund to Government the whole amount of the building grant if they are at any time declared by a Civil Court or by the Collector under sub-section (2) of section 37 of the Bombay Land Revenue Code, 1879, to be not in lawful occupation of the said sites.

6. A building for which an application for a grant is to be made is not to be commenced until the plans (including the site plan) and estimates have been approved in writing by (1) the President of the Authorised Municipality, (2) the Chairman of the School Board, (3) the Engineer of the District School Board or Authorised Municipality or the Executive Engineer of the district, (4)* the Health Officer of the District School Board or Authorised Municipality or the Assistant Director of Public Health and (5)* the Superintending Engineer, Public Health, Bombay, and until the expenditure has been approved as required by Rules 118, 147, 148 and 149 of the Bombay Primary Education Rules, 1949.

7. The construction of buildings by private agency shall be permitted up to any amount subject to the following conditions :—

(1) That the plans and estimates are approved by the Public Works Department, the District School Board or Authorised Municipality and Sanitary authorities ;

Note.—The permission of the Executive Engineer concerned should be obtained if the cost does not exceed Rs. 10,000, and that of the Chief or Superintending Engineer concerned if the cost exceeds Rs. 10,000, but does not exceed the limit of his powers. In all other cases the sanction of Government is necessary.

(2) That no deviations in the sanctioned plans are made without the previous permission, in writing, of the Executive Engineer ; and

(3) That the Public Works Department authorities who approve the plans are satisfied as to the competency of the private agency by which the work is to be carried out.

Note.—As regards buildings in which reinforced concrete is used, they shall not be entrusted to private agency except in places where there are contractors specialized in this kind of work.

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* The approval of the Health Officer of the District School Board or Authorised Municipality or of the Assistant Director of Public Health in the case of the site plans and that of the Superintending Engineer, Public Health, Bombay, in the case of the work plans are required, and should be obtained.

Provided that from an engineering point of view the approval of a Superintending Engineer or of Government in the Public Works Department shall not be necessary in the following cases :—

(*a*) Where the plans and estimates are prepared or approved by a Government Executive Engineer and the estimates do not exceed Rs. 10,000 ;

(*b*) Where the plans and estimates are prepared or approved by the Engineer of a District School Board, or by the Engineer of an Authorised Municipality and the estimates do not exceed Rs. 5,000.

8. If the District School Board or Authorised Municipality has applied for a grant-in-aid from Government on account of a school building, a certificate must be obtained from the Government Executive Engineer of the district that the building is in accordance with the sanctioned site and other plans, that the work has been satisfactorily carried out, and is in good condition and that the value thereof is, to the best of his knowledge and belief, not less than the amount on which the District School Board or Authorised Municipality is claiming a grant-in-aid.

Note.—The certificate required under this rule must be obtained by the District School Board or Authorised Municipality in all cases from the Government Executive Engineer concerned who shall grant it free of charge.

9. A grant of money may be made for the purchase of a site in the same proportion as for building grants in rule 3 above. Provided that, subject to such additions and alterations as Government may direct, the conditions specified in this Schedule for building grants shall apply *mutatis mutandis* to grants for the purchase of sites. If a site required for building belongs to Government, it may be granted free or else its estimated value may be recovered from the grantee, less the amount of a money grant calculated as above.

10. No portion of a building grant shall be paid to the managers of a school, unless and until they execute or agree to execute a trust deed or an agreement, as the case may be, in accordance with the requirements of the next following rule. If, however, the building is erected on a site already covered by a trust deed, a receipt may be sufficient.

11. If the cost of the Primary school building does not exceed Rs. 2,500 or if the total amount of the building grant does not exceed Rs. 1,000 and the building is in the opinion of the Director of Public Instruction of such a description that it is not worth while requiring the execution of a trust deed, he may accept from the managers a written agreement engaging—

(*a*) to maintain the building in proper repair ;

(*b*) to manage the school in accordance with the rules and regulations of the Educational Department ;

(*c*) to subject the school to inspection by that Department ;

(*d*) to use the building as a school to be devoted wholly to education and in part to secular education ; and

(*e*) to keep the building insured in the names of the managers and the Governor of Bombay jointly if this is considered necessary by the Executive Engineer ;

(*f*) in the event of default being made by the managers in any of the preceding conditions to repay on demand by the Director of Public Instruction the aggregate amount of all building grants made by Government in respect of the school.

In every other case the managers shall execute a trust deed in such form as shall from time to time be approved by Government, either generally or specially in this behalf embodying conditions regarding—

(*g*) the construction and maintenance of the building ;

(*h*) the insurance of the building ;

(*i*) the times at which and the instalments in which the building grant shall be paid ;

(*j*) the management and inspection of the school ; and

(*k*) such other matters as Government think necessary.

Provision shall also be made in every such trust deed that in the event of default being made by the managers in the performance of any of the conditions thereof—

(*l*) the building grant, or so much of the same as shall not yet have been paid, shall lapse ;

(*m*) the aggregate amount of the building grant or grants from time to time advanced by Government for the school shall be repayable to Government ; and (except in cases where the site is granted by a private person on condition that it should revert to him in the event of the site ceasing to be used for a school or on any other condition which precludes a transfer to the Governor of Bombay).

(*n*) for the purpose of recovering any moneys so due, Government may enter upon and take possession of and sell the building ; and

(*o*) the building site, if granted by Government, may be resumed by them, and the building, if any, standing thereon may be entered upon and taken possession of by Government and may be used or disposed of by Government at their discretion for educational purposes, or if it shall appear expedient to Government, for any other purpose.

*Every such trust deed shall be prepared at the expense of the managers by the Law Officers of Government.

Note.—With reference to (*f*) and (*m*) above, if Government are satisfied that the school was closed through no default of the managers, account may be taken of any depreciation in the value of the building after expert revaluation which will take account of the state in which the building has been maintained by the managers and a proportionate reduction may be made in the amount to be claimed from the managers. In the case of a Primary school building for which an agreement has been accepted in lieu of a trust deed by the Director of Public Instruction the depreciation shall be calculated at a uniform rate of 4 per cent. per annum. If the Government grant extends to the acquisition of a site, account may be taken after expert revaluation, of any enhancement in the value of the site, and the proportionate share in such enhancement may operate as a set-off, either total or partial, against the reduction to be made in the refund due in respect of the grant for buildings.

12. Buildings in respect of which a building grant has been given must be insured irrespective of their value, for a sum representing the value of all work above plinth level, including flooring, in the names of the school managers and the Governor of Bombay jointly, provided that it shall not be necessary to insure a school building if the Executive Engineer has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing.

13. In addition to building grants as aforesaid Government will consider applications for grants-in-aid for building and carrying out special repairs to offices, boarding houses and gymnasia or of providing play-grounds, provided that the expenditure has previously been approved by the District School Board or Authorised Municipality and by the Government and that funds are available, and subject to such of the foregoing conditions as may be declared applicable by the Educational Department or to any others that may be imposed. Grants made under this rule are exceptional and Government are not pledged to give any fixed proportion, but will deal with each case on its merits and subject to financial considerations.

* Standard forms of deeds and receipts are appended for use.

FORM I.

Trust Deed to be executed by a Municipality under the Bombay Primary Education Rules, 1949.*

(Building site not granted by Government.)
Under the Bombay District Municipal Act, 1901.

THIS INDENTURE made the day of one thousand nine hundred and between the Municipality of constituted under the Bombay District Municipal Act, 1901 (hereinafter referred to as "the Municipality") of the one part, and the Governor of Bombay (hereinafter referred to as "the Government") of the other part, WHEREAS the Municipality is possessed of and absolutely entitled in perpetuity free from incumbrances to the piece of land described in the schedule hereto and intended to be hereby assured; AND WHEREAS the Municipality applied to the Government for a Building Grant-in-aid of Rupees for a school-house to be known as the and has satisfied the Director of Public Instruction, State of Bombay, that the building is intended for and will be devoted to educational purposes and in part to secular education that the plans, estimates and specifications are satisfactory that the title of the Municipality to the piece of land described in the schedule hereto is good and in order and that the building constructed AND WHEREAS by the rules now in force in the State of Bombay for regulating the application of grants made by the Government in aid of school it is provided (*inter alia*) that no portion of a Building Grant shall be paid to the managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided, AND WHEREAS the Government has sanctioned a Building Grant of Rupees which sum has been duly paid and payment of which the Municipality hereby acknowledges in consideration of the Municipality executing to the Government such conveyance or assurance as is hereinafter contained which the Municipality has agreed to do; AND WHEREAS the Commissioner, Division, has sanctioned the transfer hereby made and such sanction is recorded in his Memorandum No. date the day of 19 .

NOW THIS INDENTURE WITNESSETH that in consideration of the premises and of the sum of Rupees paid as aforesaid by the Government to the Municipality the Municipality doth hereby grant, convey and assign unto the Government ALL THAT piece or parcel of land described in the schedule hereto TOGETHER with all and singular the building and erections now being or which may hereafter be thereon expressly including the said building to be erected as aforesaid and all rights easements and appurtenances whatsoever usually held or occupied therewith or reputed to belong or be appurtenant thereto and also all fittings and fixtures being in and belonging to or used or to be used for the said school and all the estate right title interest claim and demand of the Municipality in and upon the said premises TO HOLD the said piece of land chattels and effects and all other premises expressed to be hereby assured unto and to the use of the Government according to the nature and tenure thereof respectively AND the Municipality doth hereby for itself and its successors covenant that it has power to grant all the said premises to

* Standard forms of deeds and receipts are appended for use.

the Government in manner aforesaid free from incumbrances and that the Municipality and every person claiming through or in trust for the Municipality will at all times at the cost of the Municipality execute and do all such assurances and things for the further or better assuring the said premises to the Government as aforesaid as shall be reasonably required AND it is hereby declared and agreed that the Government shall hold the said premises upon the trusts and to and for the intents and purposes following that is to say UPON TRUSTS to permit the Municipality to enter upon the said premises for the purposes and on the conditions following, namely that the Municipality and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved of or as may be approved of by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being, or which may hereafter be on the said piece of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay;

(6) keep the said school at all times open to the inspection of the Inspecting Officers of the Educational Department of the Government of Bombay; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer of has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured in the joint names of the Municipality and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required so to do, produce to him the policy or policies of such insurance and the receipt for the premiums paid thereon in respect of the current year and shall, unless the Municipality has forfeited its right or claim to such policy or policies of insurance as hereinafter provided apply all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged;

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the Municipality in the performance of any of the conditions hereinbefore mentioned the Building Grant or so much of the same as shall not then have been made shall lapse and the aggregate amount of the said Building Grant and all future Building Grants from time to time advanced by the Government for the school shall be repayable to the Government AND for the purposes of recovering any moneys so due to Government it shall be lawful for the Government to enter upon and take possession of the said premises and all buildings, fixtures and fittings thereon and to sell and absolutely dispose of the same free from incumbrances and discharged from the trusts hereof in such manner as the Government in its absolute discretion

shall see fit and apply the proceeds of such sale after payment thereout of all costs and expenses attending the same in or towards the recouping or reimbursing to the Government the moneys which may as aforesaid have become repayable or due to the Government and pay the surplus, if any, to the Municipality or to such body or person whom the Government may consider lawfully entitled thereto and in any such event the Municipality shall forfeit to the Government all its rights or claim to, over or in respect of such policy or policies of insurance relating to the said buildings and the amount of premiums paid by it in respect of such insurance and the same shall then become absolutely the property of the Government IN WITNESS WHEREOF the President of the Municipality and and two other Councillors of the Municipality have hereunto set their hands and the common seal of the Municipality hath been hereunto affixed and Esquire, Director of Public Instruction for the State of Bombay, hath set his hand and the seal of his office hereto on behalf of the Governor of Bombay, the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square be the same a little more or less, situated in the town/village of and bearing number in the taluka of in the district of and in the registration sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side, and from East to West feet on the northern side and feet on the southern side be the same a little more or less and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delineated on the plan hereto annexed and signed by the executing parties aforesaid.

Signed by
President
and
and
two Councillors of the Municipality of
and sealed with the common seal
of the Municipality of
in the presence of—

President.

Councillors.

1 ——————————

2 ——————————

Common Seal.

Signed, sealed and delivered by) Esquire, Director of Public Instruction for the State of Bombay, in the presence of—)

1 _____

2 _____

Annexture :—Plans.

FORM I-A.

Trust Deed to be executed by a District School Board under the Bombay Primary Education Rules, 1949.

(Building site not granted by Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the District School Board of established under the Bombay Primary Education Act, 1947 (hereinafter referred to as "the School Board"), of the one part and the Governor of Bombay (hereinafter referred to as "the Government") of the other part WHEREAS the School Board is possessed of and absolutely entitled in perpetuity free from incumbrances to the piece of land described in the schedule hereto and intended to be hereby assured; AND WHEREAS the School Board applied to the Government for a Building Grant-in-aid of Rupees for a school-house to be known as the school and has satisfied the Director of Public Instruction, State of Bombay, that the building is intended for and will be devoted to educational purposes and in part to secular education that the plans, estimates and specifications are satisfactory that the title of the School Board to the piece of land described in the schedule hereto is good and in order and that the building constructed AND WHEREAS by the rules now in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a Building Grant shall be paid to the managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided AND WHEREAS the Government has sanctioned a Building Grant of Rupees which sum has been duly paid and payment of which the School Board hereby acknowledges in consideration of the School Board executing to the Government such conveyance or assurance as is hereinafter contained which the School Board has agreed to do AND WHEREAS the Commissioner, Division, has sanctioned the transfer hereby made and such sanction is recorded in his Memorandum No. dated the day of 194 . NOW THIS INDENTURE WITNESSETH that in consideration of the premises and of the sum of Rupees paid as aforesaid by the Government to the School Board the School Board doth hereby grant, convey and assign unto the Government ALL THAT piece or parcel of land described in the schedule hereto TOGETHER with all and singular the building and erections now being or which may hereafter be thereon expressly including the said building to be erected as

aforesaid and all rights, easements and appurtenances whatsoever usually held or occupied therewith or reputed to belong or be appurtenant thereto and also all fittings and fixtures being in and belonging to or used or to be used for the said School and all the estate right, title, interest, claim and demand of the School Board in and upon the said premises TO HOLD the said piece of land chattels and effects and all other premises expressed to be hereby assured unto and to the use of the Government according to the nature and tenure thereof respectively AND the School Board doth hereby for itself and its successors covenant that it has power to grant all the said premises to the Government in manner aforesaid free from incumbrances and that the School Board and every person claiming through or in trust for the School Board will at all times at the cost of the School Board execute and do all such assurances and things for the further or better assuring the said premises to the Government as aforesaid as shall be reasonably required AND it is hereby declared and agreed that the Government shall hold the said premises upon the trusts and to and for the intents and purposes following that is to say UPON TRUST to permit the School Board to enter upon the said premises for the purposes and on the conditions following namely that the School Board and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved of or as may be approved of by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being or which may hereafter be on the said piece of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay;

(6) keep the said school at all times open to the inspection of the inspecting officers of the Educational Department of the Government of Bombay; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer of has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured in the joint names of the School Board and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required so to do, produce to him the policy or policies of such insurance and the receipt for the premiums paid thereon in respect of the current year and shall, unless the School Board has forfeited its right or claim to such policy or policies of insurance as hereinafter provided, apply all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged;

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the School Board in the performance of any of the conditions hereinbefore mentioned the Building Grant or so much of the same as shall not then have been made shall lapse and the aggregate amount of the said Building Grant and all future Building Grants from time to time advanced by the Government for the school shall be repayable to the Government AND for the purposes of recovering any moneys so due to the Government it shall be lawful for the Government to enter upon and take possession of the said premises and all buildings fixtures and fittings thereon and to sell and absolutely dispose of the same free from incumbrances and discharged from the trusts hereof in such manner as the Government in its absolute discretion shall see fit and apply the proceeds of such sale after payment thereout of all costs and expenses attending the same in or towards the recouping or reimbursing to the Government the moneys which may as aforesaid have become repayable or due to the Government and pay the surplus if any to the School Board or to such body or person whom the Government may consider lawfully entitled thereto and in any such event the School Board shall forfeit to the Government all its right or claim to, over or in respect of such policy or policies of insurance relating to the said buildings and the amount of premiums paid by it in respect of such insurance and the same shall then become absolutely the property of the Government. IN WITNESS WHEREOF Chairman of the School Board and two other Members of the School Board have hereunto set their hands and the common seal of the School Board hath been hereunto affixed and , Esquire, Director of Public Instruction for the State of Bombay, hath set his hand and the seal of his office hereto on behalf of the Governor of Bombay the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square be the same a little more or less situated in the town/village of and bearing number in the taluka of in the district of and in the Registration sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side, and from East to West feet on the northern side and feet on the southern side, be the same a little more or less and is bounded as follows :—

on the North by

on the South by

on the East by

and on the West by

and is for greater clearness delineated on the plan hereto annexed and signed by the executing parties aforesaid.

Signed by

Chairman
and
and
two members of the School Board of
and sealed with the common seal of the School Board of
in the presence of

Chairman

Members.

Common Seal.

1. _____

2. _____

Signed, sealed and delivered by

, Esquire, Director of Public Instruction for the State of Bombay, in the presence of—

1. _____

2. _____

Official Seal.

Annexture :—Plan.

FORM I-B.

Trust-deed to be executed under the Bombay Primary Education Rules, 1949, by a Municipality constituted under the Bombay Municipal Boroughs Act, 1925 (Bombay XVIII of 1925).

(Building site not granted by Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the Borough Municipality constituted under the Bombay Municipal Boroughs Act, 1925 (hereinafter referred to as " the Municipality ") of the one part and the Governor of Bombay (hereinafter referred to as " the Government ") of the other part. WHEREAS the Municipality is possessed of and absolutely entitled in perpetuity free from incumbrances to the piece of land described in the Schedule hereto and intended to be hereby assured; AND WHEREAS the Municipality applied to the Government for a Building Grant-in-aid of Rupees (Rs.) only for a school house to be known as the and has satisfied the Director of Public Instruction, State of Bombay, that the building is intended for and will be devoted to educational purposes and in part to secular education, that the plans estimates and specifications are satisfactory, that

the title of the Municipality to the piece of land described in the schedule hereto is good; and in order and that the building constructed

AND WHEREAS by the rules now in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a Building Grant shall be paid to the Managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided; AND WHEREAS the Government has sanctioned a Building Grant of Rupees (Rs.) only which sum has been duly paid and payment of which the Municipality hereby acknowledges in consideration of the Municipality executing to the Government such conveyance or assurance as is hereinafter contained which the Municipality has agreed to do; AND WHEREAS the Commissioner, Division, has sanctioned the transfer hereby made and such sanction is recorded in his Memorandum No. dated the day of 194 . NOW THIS INDENTURE WITNESSETH that in consideration of the premises and of the sum of Rupees (Rs.) only paid as aforesaid by the Government to the Municipality the Municipality doth hereby grant, convey and assign unto the Government ALL THAT piece or parcel of land described in the schedule hereto TOGETHER with all and singular the building and erections now being or which may hereafter be thereon expressly including the said building to be erected as aforesaid and all rights, easements and appurtenances whatsoever usually held or occupied therewith or reputed to belong or be appurtenant thereto and also all fittings and fixtures being in and belonging to or used or to be used for the said school and all the estate, right, title, interest, claim and demand of the Municipality in and upon the said premises TO HOLD the said piece of land, chattels and effects and all other premises expressed to be hereby assured unto and to the use of the Government according to the nature and tenure thereof respectively; AND the Municipality doth hereby for itself and its successors covenant that it has power to grant all the said premises to the Government in the manner aforesaid free from incumbrances and that the Municipality and every person claiming through or in trust for the Municipality will at all times at the cost of the Municipality execute and do all such assurances and things for the further or better assuring the said premises to the Government as aforesaid as shall be reasonably required; AND it is hereby declared and agreed that the Government shall hold the said premises upon the trusts and to and for the intents and purposes following, that is to say UPON TRUST to permit the Municipality to enter upon the said premises for the purposes and on the conditions following, namely, that the Municipality and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved or as may be approved by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being, or which may hereafter be, on the said piece of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay;

(6) keep the said school at all times open to the inspection of the Inspecting Officers of the Educational Department of the Government of Bombay ; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer of has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured in the joint names of the Municipality and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required so to do, produce to him the policy or policies of such insurance and the receipt for the premiums paid thereon in respect of the current year and shall unless the Municipality has forfeited its right or claim to such policy or policies of insurance as hereinafter provided all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged :

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the Municipality in the performance of any of the conditions hereinbefore mentioned the Building Grant or so much of the same as shall not then have been made shall lapse and the aggregate amount of the said Building Grant and all future Building Grants from time to time advanced by the Government for the school shall be repayable to the Government AND for the purposes of recovering any moneys so due to the Government it shall be lawful for the Government to enter upon and take possession of the said premises and all buildings, fixtures and fittings thereon and to sell and absolutely dispose of the same free from incumbrances and discharged from the trusts hereof in such manner as the Government in its absolute discretion shall see fit and apply the proceeds of such sale after payment thereout of all costs and expenses attending the same in or towards recouping or reimbursing to the Government the moneys which may as aforesaid have become repayable or due to the Government and pay the surplus, if any, to the Municipality or to such body or person whom the Government may consider lawfully entitled thereto and in any such event the Municipality shall forfeit to the Government all its rights or claim to, over or in respect of such policy or policies of insurance relating to the said buildings and the amount of premiums paid by it in respect of such insurance and the same shall then become absolutely the property of the Government. IN WITNESS WHEREOF

Chief Officer of the Municipality duly authorised in this behalf by a Resolution of the Municipality passed on the day of as required by clause (*c*) of sub-section 3) and clause (*a*) of sub-section (*4*) of section 48 of the Bombay Municipal Boroughs Act, 1925, has hereunto set his hand and the Common Seal of the Municipality hath been hereto affixed in the presence of two members of the Standing Committee as required by sub-section (*2*) of section 49 of the said Act and Director of Public Instruction, State of Bombay, hath set his hand and the seal of his office hereto on behalf of the Governor of Bombay, the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet, be the same a little more or less, situated in the town of and bearing City Survey number in the taluka of in the district of and in the Registration sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the southern side, be the same a little more or less, and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delineated on the plan hereto annexed and signed by the executing parties aforesaid.

Signed by
Chief Officer of the Borough Municipality in the presence of— Chief Officer.

1. ——————————————————

2. ——————————————————

and

sealed with the common seal of the Borough Municipality in the presence of—

1. ——————————————————

2. ——————————————————

Common Seal.

Members of the Standing Committee of the Borough Municipality.

Signed, sealed and delivered by
Director of Public Instruction, State of Bombay, in the presence of— } Director of Public Instruction.

1. ——————————————————

2. ——————————————————

Official Seal.

Annexure :—Plan.

FORM I-C.

Trust Deed to be executed by a District School Board under the Bombay Primary Education Rules, 1949, in respect of a grant-in-aid paid to a non-authorised municipal school before its transfer to the District School Board under section 19 of the Bombay Primary Education Act, 1947.

(Building site not granted by Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the District School Board of established under the Bombay Primary Education Act, 1947 (hereinafter referred to as "the School Board") of the one part and the Governor of Bombay (hereinafter referred to as "the Government") of the other part, whereas the Municipality of was possessed of and absolutely entitled in perpetuity free from incumbrances to the piece of land described in the schedule hereto, and intended to be hereby assured, and applied to the Government for a building grant-in-aid of Rupees for a school-house to be known as the and satisfied the Director of Public Instruction, State of Bombay, that the building was intended for and would be devoted to educational purposes and in part to secular education, and that the plans, estimates and specifications were satisfactory, that the title of the Municipality to the piece of land described in the schedule hereto was good and in order and that the building constructed AND WHEREAS by the rules now in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools is provided (*inter alia*) that no portion of a building grant shall be paid to the Managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided AND WHEREAS the Government has sanctioned a building grant of Rupees which sum has been duly paid to the Municipality of (and the payment of which the School Board on behalf of the Municipality hereby acknowledges) in consideration of the Municipality executing to the Government such conveyance or assurance as is hereinafter contained, which the Municipality agreed to do.

And whereas the said Municipality being a non-Authorised Municipality under the Bombay Primary Education Act, 1947, has, in pursuance of Government Notification in the Educational Department No. dated the issued under section 19 of the said Act, transferred to the School Board all Primary schools with their lands, buildings, records and equipment, including the said piece of land, which vested in the said Municipality; AND WHEREAS the School Board is now possessed of and absolutely entitled in perpetuity free from incumbrances to the said piece of land described in the schedule hereto and intended to be hereby assured AND WHEREAS the Commissioner, Division, has sanctioned the transfer hereby made and such sanction is recorded in his Memorandum No. dated the NOW THIS INDENTURE WITNESSETH that in consideration of the premises and of the sum of Rupees paid as aforesaid by the Government to the said Municipality the School Board doth hereby grant convey and assign unto the Government ALL THAT piece or parcel of land described in the schedule hereto TOGETHER

with all and singular the building and erections now being or which may hereafter be thereon expressly including the said building to be erected as aforesaid and all rights, easements and appurtenances whatsoever usually held or occupied therewith or reputed to belong or be appurtenant thereto and also all fittings and fixtures being in and belonging to or used or to be used for the said school and all the estate, right, title, interest, claim and demand of the School Board in and upon the said premises TO HOLD the said piece of land chattels and effects and all other premises expressed to be hereby assured unto and to the use of the Government according to the nature and tenure thereof respectively AND the School Board doth hereby for itself and its successors covenant *that* it has power to grant all the said premises to the Government in manner aforesaid free from incumbrances and that the School Board and every person claiming through or in trust for the School Board will at all times at the cost of the School Board execute and do all such assurances and things for the further or better assuring the said premises to the Government as aforesaid as shall be reasonably required AND it is hereby declared and agreed that the Government shall hold the said premises upon the trust and to and for the intents and purposes following, that is to say, UPON TRUST to permit the School Board to enter upon the said premises for the purposes and on the conditions following, namely, that the School Board and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved of or as may be approved by the Director of Public Instruction, State of Bombay, for and on behalf of the Government ;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being or which may hereafter be on the said piece of land to the end that the same may be always efficient for use for the purposes of a school ;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings ;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education ;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay ;

(6) keep the said school at all times open to the inspection of the inspecting officers of the Educational Department of the Government of Bombay ; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer of has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured in the joint names of the School Board and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required

so to do, produce to him the policy or policies of such insurance and the receipt for the premiums paid thereon in respect of the current year and shall, unless the School Board has forfeited its right or claim to such policy or policies of insurance as hereinafter provided, apply all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged :

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the School Board in the performance of any of the conditions hereinbefore mentioned the building grant or so much of the same as shall not then have been made shall lapse and the aggregate amount of the said building grant and all future building grants from time to time advanced by the Government for the school shall be repayable to the Government AND for the purposes of recovering any moneys so due to the Government it shall be lawful for the Government to enter upon and take possession of the said premises and all buildings, fixtures and fittings thereon and to sell and absolutely dispose of the same free from incumbrances and discharged from the trust hereof in such manner as the Government in its absolute discretion shall see fit and apply the proceeds of such sale after payment thereout of all costs and expenses attending the same in or towards the recouping or reimbursing to the Government the moneys which may as aforesaid have become repayable or due to the Government and pay the surplus if any to the School Board or to such body or person whom the Government may consider lawfully entitled thereto and in any such event the School Board shall forfeit to the Government all its right or claim to, over or in respect of such policy or policies of insurance relating to the said buildings and the amount of premiums paid by it in respect of such insurance and the same shall then become absolutely the property of the Government. IN WITNESS WHEREOF Chairman of the School Board and and two other Members of the School Board have hereunto set their hands and the common seal of the School Board hath been hereunto affixed and Esquire, Director of Public Instruction for the State of Bombay, hath set his hand and the seal of his office hereto on behalf of the Governor of Bombay the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet, be the same a little more or less, situated in the town of in the taluka and bearing numbers and in the of in the District of in the said district and registration sub-district of measures from North to South feet on the the eastern side and feet on the western side, and from East to West feet on the northern side and feet on the southern side, be the same a little more or less, and is bounded as follows :—

on the North by

on the South by

on the East by

and on the West by

and is for greater clearness delineated on the plan hereto annexed and signed by the executing parties aforesaid.

Signed by
Chairman
and
and
two members of the School Board of and sealed with the common seal of the School Board of in the presence of— } Chairman. Members.

Common Seal.

Signed, sealed and delivered by Esquire, Director of Public Instruction, State of Bombay, in the presence of—

Official Seal.

Annexure :—Plan.

FORM II.

*Trust Deed to be executed by a Municipality *under the Bombay Primary Education Rules, 1949.*

(Building site granted by Government.)

*Under the Bombay District Municipal Act, 1901.

THIS INDENTURE made the day of one thousand nine hundred and between the Municipality of constituted under the Bombay District Municipal Act, 1901 (hereinafter referred to as "the Municipality") of the one part, and the Governor of Bombay (hereinafter referred to as "the Government") of the other part, WHEREAS the Municipality has applied to Government for a Building Site for a school at and for a Building Grant-in-aid of such school and has satisfied the Director of Public Instructon, State of Bombay, that the building is intended for and will be devoted to educational purposes and in part to secular education that the plans, estimates and specifications are satisfactory and that the building constructed AND WHEREAS by the rules now in force in the State of Bombay for regulating the application of grants made by the Government in aid of

schools it is provided (*inter alia*) that no portion of a Building Grant shall be paid to the managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided AND WHEREAS the Government has agreed to allot the piece or parcel of land valued at Rupees described in the schedule hereto and to hold the same for the purposes of the said school in manner hereinafter appearing and has sanctioned a Building Grant of Rupees paid to the Municipality and the Municipality has agreed to execute these presents; AND WHEREAS the Commissioner, Division, has sanctioned the transfer hereby made and such sanction is recorded in his Memorandum No. dated the NOW IT IS HEREBY DECLARED AND AGREED by and between the parties hereto that the Government shall hold and stand posseoess of the piece of land described in the schedule hereto and all buildings which now are erected or may for the time being be erected thereon and also all fittings and fixtures which now are or may for the time being be on the premises upon the tursts and to and for the intents and purposes following that is to say UPON TRUST to permit the Municipality to enter upon the said premises for the purposes and on the conditions following, namely, that the Municipality and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved of or as may be approved of by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being, or which may hereafter be on the said piece of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay;

(6) keep the said school at all times open to inspection of the inspecting Officers of the Educational Department of the Government of Bombay; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer of has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured in the joint names of the Municipality and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being

and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required so to do, produce to him the policy or policies of such insurance and the receipt for the premiums paid thereon in respect of the current year and shall, unless the Municipality has forfeited its right or claim to such policy or policies of insurance as hereinafter provided apply all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged:

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the Municipality in the performance of any of the conditions hereinbefore mentioned in the said building grant and any future building grants from time to time made by the Government in respect of the said school or so much of the same as shall not then have been made shall lapse and it shall be lawful for the Government at any time thereafter to enter upon and take possession of the said premises and all buildings, fittings and fixtures for the time being on the said premises and the same shall be and become aboslutely the property of the Government free from incumbrances and discharged from the trusts hereof and from all claims (including the right or claim to, over or in respect of the policy or policies of insurance relating to the said buildings and the amount of premiums paid in respect of such insurance) of the Municipality, or its successors, representatives and assigns and all other persons whomsoever. IN WITNESS WHEREOF the President of the Municipality and and two other Councillors of the Municipality have hereunto set their hands and the common seal of the Municipality hath been hereunto affixed and , Esquire, Director of Public Instruction for the State of Bombay, hath set his hand and the seal of the office hereto on behalf of the Governor of Bombay, the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square be the same a little more or less situated in the town/village of and bearing number in the taluka of in the district of and in the Registration sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side, and from East to West feet on the northern side and feet on the southern side, be the same a little more or less and is bounded as follows:—

On the North by

On the South by

On the East by

and on the West by

and is for greater clearness delineated on the plan hereto attached and signed by the executing officers aforesaid.

Signed by
President
and
and
two Councillors of the Municipality of
and sealed with the common seal
of the Municipality of
in the prsence of—

President.

Councillors.

1. _____

2. _____

Common Seal.

Signed, sealed and delivered by
Esquire, Director of
Public Instruction for the State of
Bombay, in the presence of—

1. _____

2. _____

Official Seal.

Annexure :—Plan.

FORM II-A.

Trust Deed to be executed by a District School Board under the Bombay Primary Education Rules, 1949.

(Building site granted by Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the District School Board of established under the Bombay Primary Education Act, 1947 (hereinafter referred to as "the School Board") of the one part, and the Governor of Bombay (hereinafter referred to as "the Government") of the other part, WHEREAS the School Board has applied to the Government for a Building Site for a school at and for a building Grant-in-aid of such school and has satisfied the Director of Public Instruction, State of Bombay, that the building is intended for and will be devoted to educational purposes and in part to secular education that the plans, estimates and specifications are satisfactory and that the building constructed

AND WHEREAS by the rules now in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a Building Grant shall be paid to the managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided AND WHEREAS the Government has agreed to allot the piece or parcel of land valued at Rupees
described in the Schedule hereto and to hold the same for the purposes of the said school in manner hereinafter appearing and has sanctioned a Building Grant of Rupees paid to School Board and the School Board has agreed to execute these presents, AND WHEREAS the Commissioner, Division, has sanctioned the transfer hereby made and such sanction is recorded in his Memorandum No. , dated the
NOW IT IS HEREBY DECLARED AND AGREED by and between the parties hereto that the Government shall hold and stand possessed of the piece of land described in the schedule hereto and all buildings which now are erected or may for the time being be erected thereon and also all fittings and fixtures which now are or may for the time being be on the premises upon trusts and to and for the intents and purposes following that is to say UPON TRUST to permit the School Board to enter upon the said premises for the purposes and on the conditions following namely that the School Board and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved of, or as may be approved of, by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being or which may hereafter be on the said piece of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay;

(6) keep the said school at all times open to the inspection of the Inspecting Officers of the Educational Department of the Government of Bombay; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer of
has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured in the joint names of the School Board and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive

of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required so to do, produce to him the policy or policies of such insurance and the receipt for the premiums paid thereon in respect of the current year and shall, unless the School Board has forfeited its right or claim to such policy or policies of insurance as hereinafter provided apply all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged:

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the School Board in the performance of any of the conditions hereinbefore mentioned the said building grant and any future building grants from time to time made by the Government in respect of the said school or so much of the same as shall not then have been made shall lapse and it shall be lawful for the Government at any time thereafter to enter upon and take possession of the said premises and all buildings fittings and fixtures for the time being on the said premises and the same shall be and become absolutely the property of the Government free from incumbrances and discharged from the trusts hereof and from all claims (including the right or claim to, over or in respect of the policy or policies of insurance relating to the said buildings and the amount of premiums paid in respect of such insurance) of the School Board or its successors, representatives and assigns and all other persons whomsoever. IN WITNESS WHEREOF the Chairman of the School Board and and two other members of the School Board have hereunto set their hands and the common seal of the School Board hath been hereunto affixed and , Esquire, Director of Public Instruction for the State of Bombay, hath set his hand and the seal of his office hereto on behalf of the Governor of Bombay, the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square be the same a little more or less situated in the town/village of and bearing number in the taluka of in the district of and in the Registration sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the southern side, be the same a little more or less and is bounded as follows :—

on the North by

on the South by

on the East by

and on the West by

and is for greater clearness delineated on the plan hereto annexed and signed by the executing parties aforesaid.

Signed by Chairman
and
and
two members of the School Board of
and sealed with the common seal
of the School Board of
in the presence of—

Chairman.

Members.

1. _____

2. _____

Common Seal.

Signed, sealed and delivered by
Esquire, Director of
Public Instruction for the State of
Bombay, in the presence of—

1. _____

2. _____

Official Seal.

Annexure :—Plan.

FORM II-B.

Trust Deed to be executed under the Bombay Primary Education Rules, 1949, by a Municipality constituted under the Bombay Municipal Boroughs Act, 1925 (Bombay XVIII of 1925).

(Building site granted by Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the Borough Municipality of constituted under the Bombay Municipal Boroughs Act, 1925 (Bombay XVIII of 1925), (hereinafter referred to as " the Municipality") of the one part, and the Governor of Bombay (hereinafter referred to as " the Government ") of the other part, WHEREAS the Municipality has applied to the Government for a Building Site for a school at in the District to be known as and for a Building Grant-in-aid of such school and has satisfied the Director of Public Instruction, State of Bombay, that the building is intended for and will be devoted to educational purposes and in part to secular education that the plans, estimate and specifications are satisfactory and that the building constructed AND WHEREAS by the rules now in force in the State of Bombay for

regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a Building Grant shall be paid to the managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided AND WHEREAS the Government has agreed to allot the piece or parcel of land valued at Rupees described in the schedule hereto and to hold the same for the purposes of the said school in manner hereinafter appearing and has sanctioned a Building Grant of Rupees which sum has been paid to the Municipality and the receipt of which the Municipality hereby acknowledges and the Municipality has agreed to execute these presents AND WHEREAS the Commissioner, Division, has sanctioned the transfer hereby made and such sanction is recorded in his Memorandum No. dated the . NOW IT IS HEREBY DECLARED AND AGREED by and between the parties hereto that the Government shall hold and stand possessed of the piece of land described in the schedule hereto and all buildings which now are erected or may for the time being be erected thereon and also all fittings and fixtures which now are or may for the time being be on the premises upon the trusts and to and for the intents and purposes following that is to say UPON TRUSTS to permit the Municipality to enter upon the said premises for the purposes and on the conditions following, namely, that the Municipality and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved of, or as may be approved of, by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being, or which may hereafter be, on the said piece of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay;

(6) keep the said school at all times open to inspection of the Inspecting Officers of the Educational Department of the Government of Bombay; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer of has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured in the joint names of the Municipality and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required so to do, produce to him the policy or policies of

such insurance and the receipt for the premiums paid thereon in respect of the current year and shall, unless the Municipality has forfeited its rights or claim to such policy or policies of insurance as hereinafter provided apply all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged :

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the Municipality in the performance of any of the conditions hereinbefore mentioned the said building grant and any future building grants from time to time made by the Government in respect of the said school or so much of the same as shall not then have been made shall lapse and it shall be lawful for the Government at any time thereafter to enter upon and take possession of the said premises and all buildings fittings and fixtures for the time being on the said premises and the same shall be and become absolutely the property of the Government free from incumbrances and discharged from the trusts hereof and from all claims (including the right or claim to, over or in respect of the policy or policies of insurance relating to the said buildings and the amount of premiums paid in respect of such insurance) of the Municipality or its successors, representatives and assigns and all other persons whomsoever. IN WITNESS WHEREOF , Chief Officer of the Municipality duly authorised in this behalf by a resolution of the Municipality passed on the day of as required by clause (*c*) of sub-section (*3*) and clause (*a*) of sub-section (*4*) of section 48 of the Bombay Municipal Boroughs Act, 1925, hath hereunto set his hand and the common seal of the Municipality hath been hereunto affixed in the presence of two members of the Standing Committee as required by sub-section (*2*) of section 49 of the said Act, and , Esquire, Director of Public Instruction for the State of Bombay, hath set his hand and the seal of his office hereto on behalf of the Governor of Bombay, the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet be the same a little more or less situated in the town of and bearing City Survey number in the taluka of in the district of and in the Registration sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the southern side, be the same a little more or less and is bounded as follows :—

on the North by

on the South by

on the East by

and on the West by

and is for greater clearness delineated on the plan hereto annexed and signed by the executive officers aforesaid

Signed by
Esquire, Chief Officer of the
Borough Municipality of
in the presence of— } Chief Officer.

1. _____

2. _____

and sealed with the common seal of the Borough Municipality of in the presence of—

1. _____

2. _____

Common Seal.

Members of the Standing Committee of the Borough Municipality of

Signed, sealed and delivered by
Esquire, Director of
Public Instruction, State of Bombay, } Director of Public Instruction.
in the presence of—

1. _____

2. _____

Official Seal.

Annexture :—Plan.

FORM II-C.

Trust Deed to be executed by a District School Board under the Bombay Primary Education Rules, 1949, in respect of a grant-in-aid paid for a non-authorised Municipal school before its transfer to the District School Board under section 19 of the Bombay Primary Education Act, 1947.

(Building site granted by Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the District School Board of established under the Bombay Primary Education Act, 1947 (hereinafter referred to as "the School Board") of the one part and the Governor of Bombay (hereinafter referred to as "the Government") of the other part, WHEREAS the Municipality of constituted under the Bombay Act, (hereinafter referred to as "the Municipality") has applied to the Government for a Building Site for a school at and for a Building to be known as the grant-in-aid of such school and satisfied the Director of Public Instruction, State

of Bombay, that the building was intended for and would be devoted to educational purposes and in part to secular education, that the plans, estimates and specifications were satisfactory, that the title of the Municipality to the piece of land described in the schedule hereto was good and in order and that the building constructed; AND WHEREAS by the rules now in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a building grant shall be paid to the managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided; AND WHEREAS the Government had agreed to allot the piece or parcel of land valued at Rupees (Rs.) only described in the Schedule hereto to the Municipality to hold the same for the purposes of the said school in the manner hereinafter appearing and had sanctioned a building grant of Rupees (Rs.) only which sum was paid to the Municipality on day of 194 (and the payment of which the School Board on behalf of the Municipality hereby acknowledges) in consideration of the Municipality executing to the Government such conveyance or assurance as is hereinafter contained, which the Municipality agreed to do.

AND WHEREAS the Municipality being a non-Authorised Municipality under the Bombay Primary Education Act, 1947, has in pursuance of Government Notification in the Educational Department, No. dated the day of 194 , issued under section 19 of the said Act, transferred to the School Board all its Primary schools with their lands, buildings, records and equipment, including the said piece of land, which vested in the Municipality; AND WHEREAS the School Board is now possessed of and absolutely entitled in perpetuity free from incumbrances to the said piece of land described in the schedule hereto and intended to be hereby assured:

AND WHEREAS the School Board has, in consideration of the building grant of Rupees (Rs.) only paid to the Municipality as aforesaid and in virtue of the transfer to itself of the Municipal schools as aforesaid, agreed to execute in favour of the Government such conveyance or assurance as is hereinafter contained; AND WHEREAS the Commissioner, Division, has sanctioned the transfer hereby made and such sanction is recorded in his Memorandum No. dated the day of . Now THIS INDENTURE WITNESSETH that in consideration of the premises and of the sum of Rupees (Rs.) only paid as aforesaid by the Government to the Municipality, the School Board doth hereby grant, convey and assign unto the Government ALL THAT piece or parcel of land described in the schedule hereto TOGETHER with all and singular the building and erections now being or which may hereafter be thereon expressly including the said building to be erected as aforesaid and all rights, easements and appurtenances whatsoever usually held or occupied therewith or reputed to belong or be appurtenant thereto and also all fittings and fixtures being in and belonging to or used or to be used for the said school and all the estate, right, title, interest, claim and demand of the School Board in and upon the said premises TO HOLD the said piece of land, chattels and effects and all other premises exp essed to be hereby assured unto and to the use of the Government according to the nature and tenure thereof respectively; AND the School Board doth hereby for itself and its successors covenant that it has power to grant all the said premises to the Government in the manner aforesaid free from incumbrances and that the School Board and every person claiming through or in trust for the School Board will at all

times at the cost of the School Board execute and do all such assurances and things for the further or better assuring the said premises to the Government as aforesaid as shall be reasonably required ; AND it is hereby declared and agreed that the Government shall hold the said premises upon the trusts and to and for the intents and purposes following, that is to say, UPON TRUST to permit the School Board to enter upon the said premises for the purposes and on the conditions following, namely that the School Board and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved or as may be approved by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being or which may hereafter be on the said piece of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay;

(6) keep the said school at all times open to the inspection of the Inspecting Officers of the Educational Department of the Government of Bombay; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer of has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured in the joint names of the School Board and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required so to do, produce to him the policy or policies of such insurance and the receipt for the premiums paid thereon in respect of the current year, and shall, unless the School Board has forfeited its right or claim to such policy or policies of insurance as hereinafter provided, apply all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged:

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the School Board in the performance of any of the conditions hereinbefore mentioned the Building Grant or so much of the same as shall not then have been made shall lapse and the aggregate amount of the said building Grant and all future Building Grants from time to time advanced by the Government for the school shall be repayable to the Government, AND for the purposes of recovering any moneys so due to the Government it shall be lawful for the Government to enter upon and take possession of the said premises and all buildings, fixtures and fittings thereon and to sell and absolutely dispose of the same free from incumbrances and discharged from the trusts hereof in such manner as the Government in its absolute

discretion shall see fit and apply the proceeds of such sale after payment thereout of all costs and expenses attending the same in or towards recouping or reimbursing to the Government the moneys which may as aforesaid have become repayable or due to the Government and pay the surplus, if any, to the School Board or to such body or person whom the Government may consider lawfully entitled thereto and in any such event the School Board shall forfeit to the Government all its right or claim to, over or in respect of such policy or policies of insurance relating to the said buildings and the amount of premiums paid by it in respect of such insurance and the same shall then become absolutely the property of the Government. IN WITNESS WHEREOF

Chairman of the School Board and

and , two other members of the School Board have hereunto set their hands and the common seal of the School Board hath been hereunto affixed and , Esquire, Director of Public Instruction, Province of Bombay, hath set his hand and the seal of his office hereto on behalf of the Governor of Bombay, the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet, be the same a little more or less, situated in the town of and bearing survey No. in the taluka of in the district of and in the Registration Sub-District of in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the southern side be the same a little more or less and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delineated on the plan hereto annexed and signed by the executing parties aforesaid.

Signed by
Chairman.
and
and
two members of the
School Board of
and sealed with the common seal of the
School Board of
in the presence of

Chairman.

Members.

Comm. Seal

1. _____

2. _____

Signed, sealed and delivered by Esquire, Director of Public Instruction, State of Bombay, in the presence of

Director of Public Instruction.

1. _____

2. _____

Official Seal.

Annexture :—Plan.

FORM III.

Trust Deed to be executed by a Municipality under the Bombay Primary Education Rules, 1949.*

(Part of Building site granted by Government and part the property of a Municipality and transferred to the Government.)

*Under the Bombay District Municipal Act, 1901.

THIS INDENTURE made the day of one thousand nine hundred and between the Municipality of constituted under the Bombay District Municipal Act, 1901 (hereinafter referred to as "the Municipality") of the one part, and the Governor of Bombay (hereinafter referred to as "the Government") of the other part WHEREAS the Municipality is possessed of and absolutely entitled in perpetuity free from incumbrances to a piece of land described in the first schedule hereunder written and has applied to the Government for the adjoining piece of land described in the second schedule hereto so that the two pieces of land may be together used as a building site for a school at and has also applied to the Government for a building grant-in-aid of such school and has satisfied the Director of Public Instruction, State of Bombay, that the building is intended for and will be devoted to educational purposes and in part to secular education AND WHEREAS the plans, estimates and specifications for the school have been approved of by the Director of Public Instruction AND WHEREAS by the rules in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a building grant shall be paid to the managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided AND WHEREAS the Government has sanctioned a building grant of Rupees in consideration of the Municipality executing this deed and conveying and assuring to the Government the piece of land described in the first schedule hereto and the Government has agreed to hold the whole of the two pieces of land described in the first and second schedules hereto (that described in the second schedule already belonging to the Government being valued at Rupees) for the purposes of the said school in manner hereinafter appearing AND WHEREAS the Commissioner, Division, has sanctioned the transfer thereby made and such sanction is recorded in his Memorandum No. dated the day of 19 . NOW THIS INDENTURE

WITNESSETH that in consideration of the premises and of the sum of Rupees paid to the Municipality (receipt whereof is hereby acknowledged) and of the declaration hereinafter contained the Municipality doth hereby grant, convey and assign unto the Government ALL THAT piece of land described in the first schedule hereto TOGETHER with all and singular the buildings and erections now being or which may hereafter be thereon or any part of the said land described in the schedules hereto or either of them and all rights easements and appurtenances usually held or occupied with the premises or reputed to belong or be appurtenant thereto and also all fittings and fixtures being in and belonging to or used or to be used in or in the said buildings and premises and all the estate, right, title, interest, claim and demand of the Municipality into and upon the said premises TO HOLD the same unto and to the use of the Government according to the nature or tenure thereof AND the Municipality doth hereby for itself and its successors covenant with the Government that it has power to grant the premises hereinbefore expressed to be hereby granted to the Government free from incumbrances AND that the Municipality and its successors and every person claiming any interest therein will at the cost of the Municipality execute and do all such acts and things for the further or better assuring the said premises to the Government as shall be reasonably required AND IT IS HEREBY DECLARED AND AGREED that the Government shall hold and stand possessed of the pieces of land described in the schedules hereto and all buildings which are now erected or may for the time being be erected thereon and also all fittings and fixtures which now are or may for the time being be on the said premises upon the trusts and to and for the intents and purposes following that is to say UPON TRUST to permit the Municipality to enter upon the said premises for the purposes and on the conditions following which conditions the Municipality for itself and its successors, covenants to perform and abide by, viz. that the Municipality and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved of or as may be approved of by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being, or which may hereafter be on the said pieces of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay;

keep the said school at all times open to the inspection of the Inspecting Officers of the Educational Department of the Government of Bombay; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer of has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured

in the joint names of the Municipality and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required so to do, produce to him the policy or policies of such insurance and the receipt for the premiums paid thereon in respect of the current year and shall, unless the Municipality has forfeited its right or claim to such policy or policies of insurance as hereinafter provided apply all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged :

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the Municipality in the performance of any of the conditions hereinbefore mentioned the said building grant and any future building grants from time to time made by the Government in respect of the said school or so much of the same as shall not then have been made shall lapse and it shall be lawful for the Government at any time thereafter to enter upon and take possession of the said premises and all buildings, fittings and fixtures for the time being on the said premises and the same shall be and become absolutely the property of the Government free from incumbrances and discharged from the trusts hereof and from all claims (including the right or claim to, over or in respect of the policy or policies of insurance relating to the said buildings and the amount of premiums paid in respect of such insurance) of the Municipality, its successor, representatives and assigns and all other persons whomsoever. IN WITNESS WHEREOF President and and as two other Councillors of the Municipality have hereunto set their hands and the common seal of the Municipality hath been hereunto affixed and Esquire, Director of Public Instruction for the State of Bombay, hath set his hand and the seal of his office hereto on behalf of the Governor of Bombay, the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Schedule I.

The piece or parcel of land measures in superficial area square feet be the same a little more or less situated in the town/village of and bearing survey number in the Taluka of in the District of and in the Registration Sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side from East to West feet on the northern side and feet on the southern side be the same a little more or less and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delineated on the plan hereto annexed marked A and signed by the executing parties aforesaid.

Schedule II.

The piece or parcel of land measures in superficial area square feet be the same a little more or less situated in the town/village of and bearing survey number in the Taluka of in the district of and in the Registration Sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the southern side, be the same a little more or less and is bounded as follows :—

on the North by

on the South by

on the East by

and on the West by

and is for greater clearness delineated on the plan hereto annexed marked B and signed by the executing parties aforesaid.

Signed by

President

and

and

two other Councillors of the Municipality of and sealed with the common seal of the Municipality of in the presence of— } President. Councillors.

1. _____

2. _____

Common Seal.

Signed, sealed and delivered by the above-named Esquire, Director of Public Instruction, State of Bombay, in the presence of—

1. _____

2. _____

Official Seal.

Annexture :—**Plan.**

FORM III-A.

Trust Deed to be executed by a District School Board under the Bombay Primary Education Rules, 1949.

(Part of Building Site granted by Government and part the property of a District School Board and transferred to the Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the District School Board of established under the Bombay Primary Education Act, 1947 (hereinafter referred to as " the School Board ") of the one part and the Governor of Bombay (hereinafter referred to as " the Government ") of the other part, WHEREAS the School Board is possessed of and absolutely entitled in perpetuity free from incumbrances to a piece of land described in the first schedule hereunder written and has applied to the Government for the adjoining piece of land described in the second schedule hereto so that the two pieces of land may be together used as a Building Site for a school at and has also applied to the Government for a Building Grant-in-aid of such school and has satisfied the Director of Public Instruction, State of Bombay, that the building is intended for and will be devoted to educational purposes and in part to secular education AND WHEREAS the plans and estimates and specifications for the school have been approved of by the Director of Public Instruction AND WHEREAS by the rules in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a building grant shall be paid to the managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided AND WHEREAS the Government has sanctioned a Building Grant of Rupees in consideration of the School Board executing this deed and conveying and assuring to the Government the piece of land described in the first schedule hereto and the Government has agreed to hold the whole of the two pieces of land described in the first and second schedules hereto (that described in the second schedule already belonging to the Government valued at Rupees) for the purposes of the said school in manner hereinafter appearing AND WHEREAS the Commissioner, Division, has sanctioned the transfer hereby made and such sanction is recorded in his Memorandum No. dated the day of 194 . NOW THIS INDENTURE WITNESSETH that in consideration of the premises and of the sum of Rupees paid to the School Board (receipt whereof is hereby acknowledged) and of the declarations hereinafter contained the School Board doth hereby grant convey and assign unto the Government ALL THAT piece of land described in the first schedule hereto TOGETHER with all and singular the buildings and erections now being or which may hereafter be thereon or on any part of the said land described in the schedule hereto or either of them and all rights easements and appurtenances usually held or occupied with the premises or reputed to belong or be appurtenant thereto and also all fittings and fixtures being in and belonging to or used or to be used in or in the said buildings and premises and all the estate, right, title, interest, claim and demand of the School Board into and upon the said premises TO HOLD the same unto and to the use of the Government according to the nature or tenure thereof AND the School Board doth hereby for itself and its successors covenant with the Government that it has power to grant the premises hereinbefore expressed to be hereby granted to the Government free from incumbrances AND that the

School Board and its successors and every person claiming any interest therein will at the cost of the School Board execute and do all such acts and things for the further or better assuring the said premises to the Government his successors or assigns as shall be reasonably required AND IT IS HEREBY DECLARED AND AGREED that the Government shall hold and stand possessed of the pieces of land described in the schedules hereto and all buildings which are now erected or may for the time being be erected thereon and also all the fittings and fixtures which now are or may for the time being be on the said premises upon the trust and to and for the intents and purposes following that is to say UPON TRUST to permit the School Board to enter upon the said premises for the purposes and on the conditions following which conditions the School Board for itself and its successors covenants to perform and abide by, namely that the School Board and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved of or as may be approved of by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being or which may hereafter be on the said pieces of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay;

(6) keep the said school at all times open to the inspection of the Inspecting Officers of the Educational Department of the Government of Bombay; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured in the joint names of the School Board and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required so to do, produce to him the policy or policies of such insurance and the receipt for the premiums paid thereon in respect of the current year and shall, unless the School Board has forfeited its right or claim to such policy or policies of insurance as hereinafter provided apply all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged:

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the School Board in the performance of any of the conditions hereinbefore mentioned the said building grant and any future building grants from time to time made by the Government in respect of the said school or so much of the same as shall not then have been made shall lapse and it shall be lawful

for the Government at any time thereafter to enter upon and take possession of the said premises and all buildings fittings and fixtures for the time being on the said premises and the same shall be and become absolutely the property of the Government free from incumbrances and discharged from the trusts hereof and from all claims (including the right or claim to, over or in respect of the policy or policies of insurance relating to the said buildings and the amount of premiums paid in respect of such insurance) of the School Board, its successors, representatives and assigns and all other persons whomsoever. IN WITNESS WHEREOF Chairman and and as two other Members of the School Board have hereunto set their hands and the common seal of the School Board hath been hereunto affixed and , Esquire, Director of Public Instruction, State of Bombay, hath set his hand and the seal of his office hereto on behalf of the Governor of Bombay, the day and your first above written.

THE SCHEDULES ABOVE REFERRED TO.

Schedule I.

The piece or parcel of land measures in superficial area square be the same a little more or less situated in the $\frac{\text{town}}{\text{village}}$ of and bearing number in the taluka of in the district of and in the Registration sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the southern side, be the same a little more or less and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

Schedule II.

The piece or parcel of land measures in superficial area square be the same a little more or less situated in the town/village of and bearing number in the taluka of in the district of and in the Registration sub-districts of in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the southern side be the same a little more or less and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delineated on the plan hereto annexed and signed by the executing parties aforesaid.

Signed by

Chairman and Chairman.

and

two other Members of the School Board of and sealed with the common seal of the School Board of

in the presence of— Members

1. _____

2. _____

Common Seal.

Signed, sealed and delivered by Esquire, Director of Public Instruction, State of Bombay, in the presence of—

1. _____

2. _____

Official Seal.

Annexture :—Plan.

FORM III-B.

Trust deed to be executed under the Bombay Primary Education Rules, 1949, by a Municipality constituted under the Bombay Municipal Boroughs Act, 1925.

(Part of building site granted by Government and part the property of a Municipality and transferred to the Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the Borough Municipality constituted under the Bombay Municipal Boroughs Act, 1925 (hereinafter referred to as " the Municipality ") of the one part of and the Governor of Bombay (hereinafter referred to as " the Government ") of the other part WHEREAS the Municipality is possessed of and absolutely entitled in perpetuity free from incumbrances to a piece of land described in the first schedule hereunder written and has applied to the Government for the adjoining piece of land described in the second schedule hereto so that the two pieces of land may be together used as a building site for a school at and has also applied to the Government for a building grant-in-aid of such school and has satisfied

the Director of Public Instruction, State of Bombay, that the building is intended for and will be devoted to educational purposes and in part to secular education AND WHEREAS the plans, estimates and specifications for the school have been approved of by the Director of Public Instruction AND WHEREAS by the rules in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a building grant shall be paid to the managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided AND WHEREAS the Government has sanctioned a building grant of Rupees (Rs.) only in consideration of the Municipality executing this deed and conveying and assuring to the Government the pieces of land described in the first and second schedules hereto and the Government has agreed to hold both the pieces of land [that described in the second schedule already belonging to the Government being valued at Rupees (Rs.) only] for the purposes of the said school in the manner hereinafter appearing AND WHEREAS the Commissioner, Division, has sanctioned the transfer hereby made and such sanction is recorded in his Memorandum No. dated the day of 19 . Now THIS INDENTURE WITNESSETH that in consideration of the premises and of the sum of Rupees (Rs.) only paid to the Municipality (receipt whereof is hereby acknowledged) and of the declaration hereinafter contained the Municipality doth hereby grant, convey and assign unto the Government ALL THAT piece or parcel of land described in the first and second schedules hereto TOGETHER with all and singular the buildings and erections now being or which may hereafter be thereon or any part of the said lands or either of them and all rghts, easements and appurtenances usually held or occupied with the premises or reputed to belong or be appurtenant thereto and also all fittings and fixtures being in and belonging to or used or to be used in or in the said buildings and premises and all the estate, right, title, interest, claim and demand of the Municipality into and upon the said premises to HOLD the same unto and to the use of the Government according to the nature or tenure hereof; AND the Municipality doth hereby for itself and it successors covenant with the Government that it has power to grant the premises hereinbefore expressed to be hereby granted to the Government free from incumbrances AND that the Municipality and its successors and every person claiming any interest therein will at the cost of the Municipality execute and do all such acts and things for the further or better assuring the said premises to the Government as shall be reasonably required AND IT IS HEREBY DECLARED AND AGREED that the Government shall hold and stand possessed of the pieces of land described in the schedules hereto and all buildings which are now erected or may for the time being be erected thereon and also all fittings and fixture which now are or may for the time being be on the said premises upon the trusts and to and for the intents and purposes following that is to say UPON TRUST to permit the Municipality to enter upon the said premises for the purposes and on the conditions following which condition the Municiplity for itself and its successors convenants to perform and abide by, viz., that the Municipality and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved of or as may be approved by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being or which may hereafter be on the said pieces of land to the end that the same may be always efficient for use of the purpose of a school;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay;

(6) keep the said school at all times open to the inspections of the Inspecting Officers of the Educational Department of the Government of Bombay; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer of has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured in the joint names of the Municipality and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required so to do, produce to him the policy or policies of such insurance and the receipt for the premiums paid thereon in respect of the current year and shall, unless the Municipality has forfeited its right or claim to such policy or policies of insurance as hereinafter provided apply all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged:

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the Municipality in the performance of any of the conditions hereinbefore mentioned the said building grant and any future buildings grants from time to time made by the Government in respect of the said school or so much of the same as shall not then have been made shall lapse and it shall be lawful for the Government at any time thereafter to enter upon and take possession of the said premises and all buildings, fittings and fixtures for the time being on the said premises and the same shall be and become absolutely the property of the Government free from incumbrances and discharged from the trusts hereof and from all claims (including the right of claim to, over or in respect of, the policy or policies of insurance relating to the said building and the amount of premiums paid in respect of such insurance) of the Municipality, its successors, representatives and assigns and all other persons whomsoever. IN WITNESS WHEREOF
Chief Officer of the Municipality duly authorised in this behalf by a Resolution of the Municipality passed on the day of as required by clause (*c*) of sub-section (*3*) and clause (*a*) of sub-section (*4*) of section 48 of the Bombay Municipal Booughs Act, 1925, has hereunto set his hand and the common seal of the Municipality hath been hereto affixed in the presence of two members of the Standing Committee as required by sub-section (*2*) of section 49 of the said Act and , Esquire, Director of Public Instruction, State of Bombay, hath set his hand and the seal of his office hereto on behalf of the Governor of Bombay the day and year first above written.

THE SCHEDULES ABOVE REFERRED TO.

SCHEDULE I.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet, be the same a little more or less, situated in the town of and bearing City Survey number in the taluka of in the district of and in the Registraion Sub-District of in the said district and measures from North to South feet on the eastern side and feet on the western side, and from East to West feet on the northern side and feet on the southern side, be the same a little more or less, and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delineated on the plan hereto annexed marked A and signed by the executing parties aforesaid.

SCHEDULE II.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet, be the same a little more or less, situated in the town of and bearing City Survey number in the taluka of in the district of and in the Registration Sub-district in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the southern side, be the same a little more or less, and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delineated on the plan hereto annexed marked B and signed by executing parties aforesaid.

Signed by
Esquire, Chief Officer of the
Borough Municipality in the presence
of— } Chief Officer,

1. _____

2. _____

Sealed with the common seal of the Borough Municipality in the presence of—

1. ——————————

2. ——————————

Common Seal.

Members of the Standing Committee of the Borough Municipality.

Members.

Signed, sealed and delivered by Esquire, Director of Public Instruction, State of Bombay, in the presence of—

Director of Public Instruction.

1. ——————————

2. ——————————

Official Seal.

Annexture :—A and B Plans.

FORM III-C.

Trust deed to be executed by a District School Board under the Bombay Primary Education Rules, 1949, in respect of grant-in-aid paid for a non-Authorised Municipal School before its transfer to the District School Board under section 19 of the Bombay Primary Education Act, 1947.

(Part of building site granted by Government and part the property of a non-Authorised Municipality and transferred to the Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the District School Board of established under the Bombay Primary Education Act, 1947 (hereinafter referred to as "the School Board") of the one part and the Governor of Bombay (hereinafter referred to as "the Government") of the other part WHEREAS the Municipality of constituted under the Bombay Act (hereinafter referred to as "the Municipality") was possessed of and absolutely entitled in perpetuity free from incumbrances to a piece of land described in the first schedule hereunder written and had applied to the Government for the adjoining piece of land described in the second schedule hereto so that the two pieces of land might be together used as a building site for a school at and also applied to the Government for a building grant-in-aid of such school and satisfied the Director of Public Intsruction, State of Bombay, that the building was intended for and would be devoted to educational purposes and in part to secular education, that the plans, estimates and specifications were satisfactory, that the title of the Municipality to the pieces of land described in the schedules hereto was good and in order and that the building constructed; AND WHEREAS by the rules

now in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a building grant shall be paid to the managers of a school unless and until they execute or agree to execute a trust deed as in the said rules provided; AND WHEREAS the Government had sanctioned a Building Grant of Rupees (Rs.) only which sum has been duly paid to the Municipality on the day of 194 (and the payment of which School Board on behalf of the Municipality hereby acknowledges) in consideration of the Municipality executing to the Government such conveyance or assurance as is hereinafter contained, which the Municipality agreed to do and the Government agreed to hold the whole of the two pieces of land described in the first and second schedules hereto (that described in the second schedule already belonging to the Government being valued at Rupees (Rs.) only for the purposes of said school in manner hereinafter appearing.

AND WHEREAS the Municipality being a Non-authorised Municipality under the Bombay Primary Education Act, 1947, has in pursuance of Government Notification in the Educational Department, No. , dated the issued under section 19 of the said Act, transferred to the School Board all its Primary schools with their lands, buildings, records and equipment, including the said pieces of land, which vested in the Municipality; AND WHEREAS the School Board is now possessed of and absolutely entitled in perpetuity free from incumbrances to the said pieces of land described in the schedules hereto and intended to be hereby assured; AND WHEREAS the School Board has, in consideration of the building grant of Rupees (Rs.) only paid to the Municipality as aforesaid and in virtue of the transfer to itself of the Municipal schools as aforesaid agreed to execute in favour of the Government such conveyance or assurance as is hereinafter contained; AND WHEREAS the Commissioner, Division, has sanctioned the transfer hereby made and such sanction is recorded in his Memorandum No. dated the day of 19 . NOW THIS INDENTURE WITNESSETH that in consideration of the premises and of the sum of Rupees (Rs.) only paid as aforesaid by the Government to the said Municipality, the School Board doth hereby grant, convey and assign unto the Government ALL THAT piece or parcel of land described in the schedules hereto TOGETHER with all and singular the buildings and erections now being or which may hereafter be thereon expressly including the said building to be erected as aforesaid and all rights, easements and appurtenances whatsoever usually held or occupied therewith or reputed to belong or be appurtenant thereto and also all fittings and fixtures being in and belonging to or used or to be used for the said school and all the estate, right, title, interest, claim and demand of the School Board in and upon the said premises TO HOLD the said pieces of land, chattels and effects and all other premises expressed to be hereby assured unto and to the use of the Government according to the nature and tenure thereof respectively; AND the School Board doth hereby for itself and its successors covenant that it has power to grant all the said premises to the Government in manner aforesaid free from incumbrances and that the School Board and every person claiming through or in trust for the School Board will at all times at the cost of the School Board execute and do all such assurances and things for the further or better assuring the said premises to the Government as aforesaid as shall be reasonably required; AND it is hereby declared and agreed that the Government shall hold the said premises upon the trust and to and for the intents and purposes following, that is to say, UPON TRUST to

permit the School Board to enter upon the said premises for the purposes and on the conditions following, namely, that the School Board and its successors shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved or as may be approved by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being or which may hereafter be on the said pieces of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay;

(6) keep the said school at all times open to the inspection of the Inspecting Officers of the Educational Department of the Government of Bombay; and

(7) keep at all times the building or buildings already erected or which may hereafter be erected on the said premises in respect of which a building grant has been given (except the building or buildings in respect of which the Executive Engineer of has issued a certificate that in his opinion the risk of fire is not sufficiently great as to render insurance desirable and so long as such certificate has not been cancelled by the Executive Engineer in writing) insured in the joint names of the School Board and the Government against loss or damage by fire in a sum equal to the cost of such building or buildings including flooring but exclusive of foundation and plinth at the least in some respectable insurance office to be approved by the Government or its Agent for the time being and regularly pay the premiums which shall become payable in respect of such insurance and whenever thereunto required so to do, produce to him the policy or policies of such insurance and the receipt for the premiums paid thereon in respect of the current year and shall, unless the School Board has forfeited its right or claim to such policy or policies of insurance as hereinafter provided, apply all moneys which may be received by virtue of any such policy or policies in rebuilding or reinstating the premises destroyed or damaged:

PROVIDED ALWAYS and it is hereby declared and agreed that in the event of default being made by the School Board in the performance of any of the conditions hereinbefore mentioned the Building Grant or so much of the same as shall not then have been made shall lapse and the aggregate amount of the said Building Grant and all future Building Grants from time to time advanced by the Government for the school shall be repayable to the Government, AND for the purposes of recovering any moneys so due to the Government it shall be lawful for the Government to enter upon and take possession of the said premises and all buildings, fixtures and fittings thereon and to sell and absolutely dispose of the same free from incumbrances and discharged from the trusts hereof in such manner as the Government in its absolute discretion shall see fit and apply the proceeds of such sale after payment thereout of all costs and expenses attending the same in or towards the recouping or reimbursing to the Government the moneys which may as aforesaid have become

repayable or due to the Government and pay the surplus, if any, to the School Board or to such body or person whom the Government may consider lawfully entitled thereto and in any such event the School Board shall forfeit to the Government all its right or claim to, over or in respect of such policy or policies of insurance relating to the said buildings and the amount of premiums paid by it in respect of such insurance and the same shall then become absolutely the property of the Government. IN WITNESS WHEREOF
the Chairman of the School Board and and two other members of the School Board have hereunto set their hands and the common seal of the School Board hath been hereunto affixed and
Esquire, Director of Public Instruction, State of Bombay, hath set his hand and the seal o his office hereto on behalf of the Governor of Bombay, the day and year first above written.

THE SCHEDULES ABOVE REFERRED TO.

SCHEDULE I.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet, be the same a little more or less, situated in the town/village of and bearing survey number in the Taluka of in the District of and in the Registration sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the southern side, be the same a little more or less, and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delincated on the plan heret o annexed marked A and signed by the executing parties aforesaid.

SCHEDULE II.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet, by the same a litt e more or less, situated in the town/village of and bearing survey number in the taluka of in the district of and in the Registration sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side, and from East to West feet on the northern side and feet on the southern side, by the same a little more or less, and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delineated on the plan hereto annexed marked B and signed by the executing parties aforesaid.

Signed by
Chairman
and
and
two Members of the School Board of and sealed with the commonseal of the School Board of in the presence of—

Chairman.

Common Seal.

Members.

1. _____

2. _____

Signed, sealed and delivered by
Esquire, Director of Public Instruction, State of Bombay, in the presence of—

Director of Public Instruction.

1. _____

2. _____

Official Seal.

Annextures :—A and B plans.

FORM IV.

Trust Deed to be executed by a Municipality under the Bombay Primary Education Rules, 1949.*

(Building site acquired by a Municipality from a private person on condition that it should revert to him in the event of the site ceasing to be used for a school or any other condition which precludes a transfer to the Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the Municipality of constituted under the Bombay District Municipal Act, 1901 (hereinafter referred to as "the Municipality") of the one part and the Governor of Bombay (hereinafter referred to as "the Government" of the other part WHEREAS the Municipality is possessed of the piece of land described in the schedule hereto and has applied to the Government for a Building Grant-in-aid of and have satisfied the Director of Public Instruction, State of Bombay, that the Building is intended for and will be devoted to educational purposes and in part to secular education that the plans, estimates and specifications are satisfactory that the Municipality are possessed

* Under the Bombay District Municipal Act, 1901.

of the said piece of land and that the Building will be within months from AND WHEREAS by the rules now in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a Building Grant shall be paid to the Managers of a school unless and until they execute or agree to execute a deed or agreement as in the said rules provided AND WHEREAS the Government sanctioned a Building Grant of Rupees in consideration of the Municipality entering into the covenants hereinafter contained NOW THIS INDENTURE WITNESSETH that in consideration of the sum of Rupees paid by the Government to the Municipality the Municipality doth hereby for itself and its successors covenants with the Government that the Municipality and its successors or other the Managers for the time being of the school carried on in the buildings erected or to be erected on the premises described in the schedule hereto shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved or as may be approved by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being or which may hereafter be on the said piece of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all the rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay; and

(6) keep the said school at all times open to the inspection of the Inspecting Officers of the Educational Department of the Government of Bombay.

AND in the event of default being made by the Municipality or its successors or by the managers for the time being of the said school in the performance of any of the covenants or conditions numbered (1) to (6) hereinbefore mentioned or in the event of the Municipality being found at any time by a Civil Court or by the Collector after formal inquiry under sub-section (2) of section 37 of the Bombay Land Revenue Code, 1879 (Bom. V of 1879), to be not in lawful possession of the site on which the school has been constructed the Municipality or its successors no will demand by or on behalf of the Government pay to the Government the amount of the said grant-in-aid of Rupees together with the amount or amounts of all further building grants-in aid (if any) made by the Government for or in respect of the said school but without interest prior to the date of such demand. IN WITNESS WHEREOF President and and as two other Councillors of the Municipality have hereunto set their hands and the common seal of the Municipality hath been hereunto affixed, the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet be the same a little more or less, situated in the town/village of and bearing number in the taluka of in the district of and in the Registration Sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the southern side, be the same a little more or less and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

Signed by
President
and
and
two Councillors of the Municipality of
and sealed with the common seal of the Municipality of
in the presence of—

President.

Councillors.

1. _____

2. _____

Common Seal.

Annexture :—Plan.

FORM IV-A.

Trust deed to be executed by a District School Board under the Bombay Primary Education Rules, 1949.

(Building site acquired by a District School Board from a private person on condition that it should revert to him in the event of the site ceasing to be used for a school or any other condition which precludes transfer to the Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the District School Board of established under the Bombay Primary Education Act, 1947 (hereinafter referred to as " the School Board "), of the one part and the Governor of Bombay (hereinafter referred to as " the Government ") of the other part,

WHEREAS the School Board is possessed of the piece of land described in the schedule hereto and has applied to the Government for a building grant-in-aid of and have satisfied the Director of Public Instruction, State of Bombay, that the building is intended for and will be devoted to educational purposes and in part to secular education that the plans, estimates and specifications are satisfactory that the School Board are possessed of the said piece of land and that the building will be within months from

AND WHEREAS by the rules now in force in the State of Bombay for regulating the application of grant made by the Government in the aid of schools it is provided (*inter alia*) that no portion of a Building Grant shall be paid to the Managers of a school unless and until they execute or agree to execute a deed or agreement as in the said rules provided AND WHEREAS the Government has sanctioned a Building Grant of Rupees in consideration of the School Board entering into the covenants hereinafter contained NOW THIS INDENTURE WITNESSETH that in consideration of the sum of Rupees paid by the Government to the School Board, the School Board doth hereby for itself and the successors covenant with the Government that the School Board and its successors or other the Managers for the time being of the school carried on in the buildings erected or to be erected on the premises described in the schedule hereto shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved or as may be approved by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being or which may hereafter be on the said piece of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all the rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respect in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay; and

(6) keep the said school at all times open to the inspection of the Inspecting Officers of the Educational Department of the Government of Bombay;

AND in the event of default being made by the School Board or its successors or by the Managers for the time being of the said school in the performance of any of the covenants or conditions numbered (1) to (6) hereinbefore mentioned or in the event of the School Board being found at any time by a Civil Court or by the Collector after formal inquiry under sub-section (2) of section 37 of the Bombay Land Revenue Code, 1879 (Bom. V of 1879), to be not in lawful possession of the site on which the school has been constructed the School Board or its successors will on demand by or on behalf of the Government pay to the Government the amount of the said Grant-in-aid of Rupees together with the amount or amounts of all further building grants-in-aid (if any) made by the Government for or in respect of the said school but without interest prior to the date of such demand. IN WITNESS WHEREOF Chairman and

and as two other Members of the School Board have hereunto set their hands and the common seal of the School Board hath been hereunto affixed the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet be the same a little more or less, situated in the town/village of and bearing number in the taluka of in the district of and in the Registration Sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the southern side be the same a little more or less and is and bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delineated on the plan hereto annexed signed by the aforesaid Chairman and two Members.

Signed by Chairman,
and Chairman.
and
two members of the School Board of and sealed with the common seal of the School Board of in the presence of— Members.

1. _____

2. _____

Common Seal.

Annexture :—Plan.

FORM IV-B.

Trust Deed to be executed under the Bombay Primary Education Rules, 1949, by a Municipality under the Bombay Municipal Boroughs Act, 1925 (Bombay XVIII of 1925).

(Building site acquired by a Municipality from a private person on condition that it should revert to him in the event of the site ceasing to be used for a school or any other condition which precludes a transfer to the Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the Borough Municipality constituted under the Bombay Municipal Boroughs Act, 1925

(hereinafter referred to as " the Municipality ") of the one part and the Governor of Bombay (hereinafter referred to as " the Government ") of the other part WHEREAS the Municipality is possessed of the piece of land described in the schedule hereto and has applied to the Government for a Building Grant-in-aid of Rupees (Rs.) only and has satisfied the Director of Public Instruction, State of Bombay, that the Building is intended for and will be devoted to educational purposes and in part to secular education, that the plans, estimates and specifications are satisfactory, that the Municipality is possessed of the said piece of land and that the Building will be within months from ; AND WHEREAS by the rules now in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a Building Grant shall be paid to the Managers of a school unless and until they execute or agree to execute a deed or agreement as in the said rules provided ; AND WHEREAS the Government has sanctioned a Building Grant of Rupees (Rs.) only in consideration of the Municipality entering into the covenants hereinafter contained Now THIS INDENTURE WITNESSETH that in consideration of the sum of Rupees (Rs.) only paid by the Government to the Municipality, the Municipality doth hereby for itself and its successors covenant with the Government that the Municipality and its successors or other the Managers for the time being of the school carried on in the building erected or to be erected on the premises described in the schedule hereto shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved or as may be approved by the Director of Public Instruction, State of Bombay, for and on behalf of the Government ;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being or which may hereafter be on the said piece of land to the end that the same may be always efficient for use for the purposes of a school ;

(3) pay all the rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings ;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education ;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay ; and

(6) keep the said school at all times open to the inspection of the inspecting Officers of the Educational Department of the Government of Bombay.

AND in the event of default being made by the Municipality or its successors or by the managers for the time being of the said school in the performance of any of the covenants or conditions numbered (1) to (6) hereinbefore mentioned or in the event of the Municipality being found at any time by a Civil Court or by the Collector after formal inquiry under sub-section (2) of section 37 of the Bombay Land Revenue Code, 1879 (Bom. V. of 1879), to be not in lawful possession of the site on which the school has been constructed the Municipality or its successors will on demand by or on behalf of the Government pay to the Government the amount of the said grant-in-aid of Rupees (Rs.) only together with the amount or amounts of all further building grants-in-aid, if any, made by the Government for or in respect of the said school but without

interest prior to the date of such demand. IN WITNESS WHEREOF Chief Officer of the Municipality duly authorised in this behalf by a Resolution of the Municipality passed on the day of as required by clause (*c*) of sub-section (*3*) and clause (*a*) of sub-section (*4*) of section 48 of the Bombay Municipal Boroughs Act, 1925, has hereunto set his hand and the common seal of the Municipality hath been hereto affixed in the presence of two members of the Standing Committee as required by sub-section (*2*) of section 49 of the said Act, the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet, be the same a little more or less, situated in the town of and bearing City Survey number in the taluka of in the district of and in the Registration sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side and from East to West feet on the northern side and feet on the sourthern side, be the same a little more or less, and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delineated on the plan hereto annexed and signed by the aforesaid Chief Officer.

Signed by Chief Officer of the Borough Municipality of in the presence of— } Chief Officer.

1. _____

2. _____

and

Sealed with the common seal of the Borough Municipality of in the presence of— }

Common Seal.

1. _____

2. _____

Members of the Standing Committee of the Borough Municipality.

Annexture :—Plan.

FORM IV-C.

Trust Deed to be executed by a District School Board under the Bombay Primary Education Rules, 1949, in respect of a grant-in-aid paid for a non-authorised Municipal school before its transfer to a District School Board under section 19 of the Bombay Primary Education Act, 1947.

(Building site acquired by a non-authorised Municipality from a private person on condition that it should revert to him in the event of the site ceasing to be used for a school or any other condition which precludes a transfer to the Government.)

THIS INDENTURE made the day of one thousand nine hundred and between the District School Board of established under the Bombay Primary Education Act, 1947 (hereinafter referred to as " the School Board ") of the one part and the Governor of Bombay (hereinafter referred to as " the Government ") of the other part, WHEREAS the Municipality of constituted under the Bombay Act (hereinafter referred to as " the Municipality ") was possessed of the piece of land described in the schedule hereto and applied to the Government for a building grant-in-aid of Rupees (Rs.) only for a school house to be known as the and satisfied the Director of Public Instruction, State of Bombay, that the building was intended for and would be devoted to educational purposes and in part to secular education, that the plans, estimates and specifications were satisfactory, and that the Municipality was possessed of the said piece of land and that the Building will be within months from AND WHEREAS by the rules now in force in the State of Bombay for regulating the application of grants made by the Government in aid of schools it is provided (*inter alia*) that no portion of a Building Grant shall be paid to the Managers of a school unless and until they execute or agree to execute a deed or agreement as in the said rules provided AND WHEREAS the Government had sanctioned a building grant of Rupees (Rs.) only which sum was paid to the Municipality on the day of 194 (and the payment of which the School Board on behalf of the Municipality hereby acknowledges) in consideration of the Municipality entering into the covenants hereinafter contained, AND WHEREAS the Municipality not being a Non-authorised Municipality under the Bombay Primary Education Act, 1947, has in pursuance of Government Notification in the Educational Department, No. dated the day of 194 issued under section 19 of the said Act, transferred to the School Board all its Primary schools with their lands, buildings, records and equipment, including the said piece of land, which vested in the Municipality ; AND WHEREAS the School Board is now possessed of the said piece of land described in the schedule hereto ; AND WHEREAS the School Board has, in consideration of the building grant of Rupees (Rs.) only paid to the Municipality as aforesaid and in virtue of the transfer to itself of the Municipal schools as aforesaid, agreed to enter into the covenants hereinafter contained ; NOW THIS INDENTURE WITNESSETH that in consideration of the sum of Rupees (Rs.) only paid as aforesaid by the Government to the said Municipality, the School Board doth hereby for itself and its successors covenant with the Government that the School Board and its

successors or other the managers for the time being of the school carried on in the buildings erected or to be erected on the premises described in the schedule hereto shall—

(1) construct within months from the date hereof buildings thereon according to the plans and specifications approved or as may be approved by the Director of Public Instruction, State of Bombay, for and on behalf of the Government;

(2) maintain and keep at all times in good and substantial repair and condition all the buildings now being or which may hereafter be on the said piece of land to the end that the same may be always efficient for use for the purposes of a school;

(3) pay all the rates, charges, assessments and expenses leviable or chargeable in respect of the premises and buildings;

(4) use all the premises and buildings as and for the purposes of a public school to be devoted wholly to education and in part to secular education;

(5) manage and conduct the said school in all respects in accordance with the rules and regulations for the time being in force of the Educational Department of the Government of Bombay; and

(6) keep the said school at all times open to the inspection of the Inspecting Officers of the Educational Department of the Government of Bombay.

AND in the event of default being made by the School Board or its successors or by the Managers for the time being of the said school in the performance of any of the covenants or conditions numbered (1) to (6) hereinbefore mentioned or in the event of the School Board being found at any time by a Civil Court or by the Collector after formal inquiry under sub-section (2) of section 37 of the Bombay Land Revenue Code, 1879 (Bom. V of 1879), to be not in lawful possession of the site on which the school has been constructed the School Board or its successors will on demand by or on behalf of the Government pay to the Government the amount of the said Grant-in-aid of Rupees (Rs.) only together with the amount or amounts of all further building Grants-in-aid, if any, made by the Government for or in respect of the said school but without interest prior to the date of such demand. IN WITNESS WHEREOF

Chairman and
and
as two other members

of the School Board have hereunto set their hands and the common seal of the School Board hath been hereunto affixed, the day and year first above written.

THE SCHEDULE ABOVE REFERRED TO.

Description and boundaries of property.

The piece or parcel of land measures in superficial area square feet, be the same a little more or less, situated in the town/village of and bearing survey number in the taluka of in the district of and in the Registration Sub-district of in the said district and measures from North to South feet on the eastern side and feet on the western side, and from East to West feet on the northern side and feet

on the southern side, be the same a little more or less, and is bounded as follows :—

on the North by
on the South by
on the East by
and on the West by

and is for greater clearness delineated on the plan hereto annexed and signed by the aforesaid Chairman and two members.

Signed by Chairman
and
and
two members of the School Board of
and sealed with the
common seal of the School Board of
in the presence of—

Chairman.

Members.

Common Seal

1. _____

2. _____

Annexture :—Plan.

FORM OF RECEIPT.

*For District School Boards and Municipalities.**

* (Under Bombay Primary Education Act, 1947, and the Bombay District Municipal Act, 1901.)

We †
and ‡
and ‡

† Here enter the name of the Chairman/President.
‡ Here enter the names of two Members.

two Members of the
hereby acknowledge that on the
day of 194 , the sum of
(Rs.)
only was
paid to by the Government of Bombay
as a further building grant on account of
to the
in the at taluka of the
district and we hereby certify
that the said amount of (Rs.
only) has been received by us as

a grant-in-aid given subject to all the conditions mentioned in the indenture between the said and the dated the Chairman President'

1. _____

2. _____

One anna Stamp.

Members,

Witnesses to signature

1. _____

2. _____

Common Seal.

Dated 19 .

FORM OF RECEIPT.

For Municipalities constituted under the Bombay Municipal Borough Act, 1925 (Bom. XVIII of 1925).

I Chief Officer of the Municipality of hereby acknowledge that on the day of 19 , the sum of Rupees was paid to the Municipality by the Government of Bombay as a further building grant on account of School in the District and I hereby certify that the said amount of Rupees has been received by me as a grant-in-aid, given subject to all the conditions mentioned in the indenture between the said Municipality of and the dated the

Witnesses to signature.

1. _____

2. _____

One anna Revenue stamp.

Chief Officer of the Municipality of

Sealed with the Common Seal of the Municipality of in the presence of—

1. _____

2. _____

Common Seal.

Members of the Standing Committee

Dated 19

FORM OF RECEIPT.

For a District School Board in respect of a grant-in-aid paid for a non-authorised Municipal School before its transfer to the District School Board under section 19 of the Bombay Primary Education Act, 1947.

In consideration of the further grant-in-aid of Rupees (Rs.) only paid by the Government of Bombay on the day of 19 to the Municipality of (hereinafter referred to as "the Municipality") for the Primary school at in the taluka of in the District of we , Chairman of the District School Board of and and, two members of the said District School Board to which all Primary schools with their lands, buildings, records and equipment, which vested in the Municipality, have been transferred in pursuance of Government Notification in the Educational Department No. dated the 19 issued under section 19 of the Bombay Primary Education Act, 1947, on the Municipality becoming a non-authorised Municipality under the said Act, hereby on behalf of the Municipality certify that the said amount of rupees (Rs.) only has been received by us as a grant-in-aid given subject to all the conditions mentioned in the indenture between the Municipality and the

Dated

One anna Revenue stamp.

Witnesses to signatures.

1.

2.

Chairman, District School Board.

1.

2.

Members, District Local Board.

Common Seal.

Dated day of 19 .

FORM OF AGREEMENT.

In consideration of the grant-in-aid of Rupees paid by the Government of Bombay (hereinafter referred to as "the Government") to me*/us*/†the Municipality of*/District School Board* for Building

I*/We*/the said Municipality*/the said District School Board* do*/does* hereby agree—

(*a*) to maintain the building in proper repair;

(*b*) to manage the school in accordance with the rules and regulations of the Educational Department of the Government;

(*c*) to subject the school to inspection by that Department;

(*d*) to use the building as a school to be devoted wholly to education and in part to secular education;

(*e*) to keep the building insured in the names of the Managers and the Government jointly subject to the provisions of rule 12 of the Building Grant Rules; and

(*f*) in the event of default being made by the Managers in the performance of any of the preceding conditions or in the event of the Managers being found at any time by a Civil Court or by the Collector after formal inquiry under sub-section (*2*) of section 37 of the Bombay Land Revenue Code, 1879 (Bom. V of 1879), to be not in lawful possession of the site on which the school has been constructed to repay on demand by the Director of Public Instruction, State of Bombay, the aggregate amount of all building grants made by the Government in respect of the school.

‡Signed by President and and two councillors and sealed with the common seal of the Municipality of in the presence of—

President.

Councillors.

Seal.

* Delete the words not required.
† Under the Bombay District Municipal Act, 1901.
‡ The form of attestation suitable to the case should be used.

and
*Signed by Chairman } Chairman.

(and
and
two members and sealed with the common seal) of the District School Board in the presence of— †Members.
and †

Common Seal.

Dated this the day of 19 .

FORM OF AGREEMENT.

For a Municipality constituted under the Bombay Municipal Boroughs Act, 1925.

In consideration of the grant-in-aid of Rupees (Rs.) only paid by the Government of Bombay (hereinafter referred to as "the Government") to the Borough Municipality (hereinafter referred to as "the Municipality") for the Municipality School No.

does hereby agree—

(*a*) to maintain the building of the school in proper repair;

(*b*) to manage the school in accordance with the rules and regulations of the Educational Department of the Government;

(*c*) to subject the school to inspection by that Department;

(*d*) to use the building as a school to be devoted wholly to education and in part to secular education;

(*e*) to keep the building insured in the names of the Municipality and the Government jointly subject to the provisions of rule 12 of the Building Grant Rules; and

(*f*) in the event of default being made by the Municipality in the performance of any of the preceding conditions or in the event of the Municipality being found at any time by a Civil Court or by the Collector after formal inquiry under sub-section (2) of section 37 of the Bombay Land Revenue Code, 1879 (Bom. V of 1879), to be not in lawful possession of the site on which the school has been constructed to repay on demand by the Director of Public Instruction, State of Bombay, the aggregate amount of all building grants made by the Government in respect of the said school.

---

* The form of attestation suitable to the case should be used.
† The seal and the portion ( ) should be omitted where the grant does not exceed Rs. 500.

Signed by
Chief Officer of
the
Borough Municipality in the presence of—

Chief Officer,
Borough Municipality.

1. _____

2. _____

and
Sealed with the
Common Seal of the
Borough Municipality in the presence of—

1. _____

2. _____

Common Seal.

Members of the
Standing Committee of the
Borough Municipality.

Place

Dated the day of 19

FORM OF AGREEMENT.

For District School Board in respect of a grant-in-aid paid to a non-authorised Municipal school before its transfer to the District School Board under section 19 of the Bombay Primary Education Act, 1947.

In consideration of the building grant-in-aid of Rupees paid by the Government of Bombay (hereinafter referred to as "the Government") on the 19 to the Municipality of for the Primary School, on condition of that body entering into an agreement as provided under rule 11 of the Rules for Building Grants and Grants for sites appended as

Schedule I to the Bombay Primary Education Rules, 1949, the District School Board of to whom all Primary schools with their lands, buildings, records and equipment which vested in the said Municipality, have been transferred in pursuance of Government Notification in the Educational Department No. , dated the 19 issued under section 19 of the Bombay Primary Education Act, 1947, on the said Municipality becoming a non-authorised Municipality under the said Act, hereby agrees—

(*a*) to maintain the building in proper repair;

(*b*) to manage the school in accordance with the rules and regulations of the Educational Department of the Government;

(*c*) to subject the school to inspection by that Department;

(*d*) to use the building as a school to be devoted wholly to education and in part to secular education;

(*e*) to keep the building insured in the names of the Managers and the Government jointly, if this is considered necessary by the Executive Engineer; and

(*f*) in the event of default being made in the performance of any of the preceding conditions or in the event of the School Board being found at any time by a Civil Court or by the Collector after formal inquiry under sub-section (*2*) of section 37 of the Bombay Land Revenue Code, 1879 (Bom. V of 1879), to be not in lawful possession of the site of the school to repay on demand by the Director of Public Instruction, State of Bombay, the aggregate amount of all building grants made by Government in respect of the school.

Signed, sealed and delivered by Chairman (and and two members of the District School Board of)* — Chairman. Members.

1. _____

2. _____

Common Seal.

Dated this the day of 19 .

* The seal and the portions ( ) should be omitted where the grant does not exceed Rs. 500.

SCHEDULE J.

(*Vide* rule 153 of the Bombay Primary Education Rules, 1949.)

INSTRUCTIONS FOR THE GUIDANCE OF THE ADMINISTRATIVE OFFICERS IN PREPARING THE DISTRICT SCHOOL BOARD BUDGET.

1, In the preparation of the budget the aim is to achieve as close an approximation to the actuals as possible. This demands the exercise of the utmost foresight in estimating revenue and in anticipating expenditure. The preparation of the budget is no mere routine matter but one which demands the careful personal attention of the Administrative Officer. His most important duty in this respect is, therefore, to keep a constant watch on the progress of revenue and expenditure of the District School Board. For this purpose, it is desirable for the Administrative Officer to keep a register of sanctions. Sanctions to recurring contingent expenditure should also be subject to a periodical review. Only such of the receipts and payments should be taken into account as the Administrative Officer actually expects, to be realised or made during the course of the budget year.

2. It is imperative that the whole process of preparing and sanctioning the budget should be worked to the prescribed time-table. The Administrative Officer should, therefore, scrupulously observe the dates fixed for the submission of the budget.

3. The budget of a District School Board is divided in the following 3 sections, namely :—

(1) Section A-Estimates of receipts.

(2) Section B-Estimates of expenditure.

(3) Section C-New items of expenditure.

There is a special reason why new items of expenditure are required to be shown separately. Most of the funds required for financing expenditure in a District School Board area are provided by Government. Therefore, before the expenditure on new items of expenditure can be entered in the District School Board budget such expenditure must be provided for in the State Budget. Hence the new items are required to be shown separately. As soon as the State budget is sanctioned, the amount required for sanctioned new items will be entered by Government or by the officer or authority empowered by Government in this behalf while sanctioning the District School Board budget.

4. *Receipts.*—The estimates of receipts under the head "1-Contributions" should be based on the existing rates of taxes, cesses, duties etc., and no increase or reduction in those rates, cesses or duties should be proposed which have not been sanctioned by competent authorities. If proposals of this kind have already been submitted for sanction, the financial effect of the proposals should be indicated in the forwarding remarks.

It is essential that the estimates of revenue should be based on a consideration of all relevant data, e.g., the course of receipts for the previous years after allowing abnormal features and any extra items that may be actually realised in the ensuing year. Explanations for large variations from the past actuals should be furnished.

For instance, in estimating receipts from revenues described in clauses (*b*) and (*c*) of section 75 of the District Local Board Act, 1923, the following will be relevant factors :—

(*a*) Probable nature of the agricultural season during the current year;

(*b*) Amount likely to remain outstanding at the end of the current year;

(*c*) Amount likely to be collected next year out of the next revenue year's demand;

(*d*) Any special credits anticipated next year;

(*e*) Any recognisable regularity in the figures for the past years.

The figure under the head "VI-Grant from Government" should be equal to the estimated expenditure during the budget year minus the estimated receipts other than receipts from Government grant.

5. *Expenditure.*—(A) The following general instructions should be borne in mind :—

(1) In preparing the budget estimates of expenditure for the coming year, the average of the normal actuals of the past 3 years should invariably be kept in sight : not indeed as something that could conveniently be repeated, but as the basic for an intelligent anticipation which takes into account any noticeable tendency for the expenditure to rise or decline, any abnormal feature during the past years, any recognisable regularity in the pitch of the expenditure and any special features known to be certain or likely to arise during the next year.

(2) Care should be taken to ensure that provision is made for sanctioned or authorised items only and not for schemes of new expenditure which should be included in Section C of the budget.

Explanation.—(*a*) "Sanctioned" items mean such items as have been actually sanctioned by orders issued to that effect by Government or other competent authority.

(*b*) "Authorised" items mean items which have not been sanctioned by Government or competent authority, but the expenditure on which is authorised by Government or such authority pending final scrutiny of these items.

(3) The pay and fixed allowances of the establishment for a month become due only at the end of the month. Provision for such pay for the month of March should, therefore, be made in the budget estimates for the following year.

(4) Ordinarily provision for new establishment should not be made in the budget from earlier than 1st April or such time as the post is required to be created, e.g., beginning of an academic term.

(B) *Special instructions relating to certain classes of expenditure.*—The special instructions contained in the following paragraphs should be observed in preparing the budget estimates under various sub-heads :—

(*a*) *Pay of General Establishment.*—(*i*) The Administrative Officer should first prepare estimates in the form prescribed in Annexture E and after these estimates are prepared he should prepare estimates in the form prescribed in Annexture D.

(*ii*) *Pay of establishment.*—The estimates should be framed on the basis of the expenditure likely to be incurred in the coming year on account of the staff likely to be on duty and the actual pay likely to be drawn by them. In the case of establishment on a progressive or time-scale of pay provision should also be made for increments falling due during the budget year. Posts held in abeyance should not be budgetted for.

(*iii*) *Special pay or allowances classed as pay.*—Only such special pay or allowances should be provided under this minor head as count for purposes of pension or provident fund. For instance, in the case of primary school teachers the following pay or allowances should be included under this head :—

(1) Head Master's or First Assistant's allowances now treated as personal pay ;

(2) Allowances to Agricultural Bias or craft teachers.

(3) Charge allowance to primary teachers promoted as attendance officers, etc.

The allowance of Rs. 5 per mensem given to primary school teachers in Basic schools or local allowance are not pensionable. Such non-pensionable allowances should be shown under the proper minor head under " allowances ".

(*iv*) *Leave salary and pay of substitutes.*—Provision should not be made for leave salary unless there are good grounds for believing that certain members of the staff will go on leave during the budget year. Such provision should not be made on a percentage basis but should be based entirely on actuals plus a proportionate increase for new posts.

(*v*) *Allowances.*—Under this sub-head all additions to pay which are classed as compensatory allowances and which are not pensionable should be included, e.g. travelling allowance, fixed conveyance allowance, house rent allowance, compensatory local allowance, dearness allowance, etc. If the estimates of the coming year exceed the past years' averages a brief explanation should be given. Not all members of the District School Board staff are entitled to the various allowances specified under this head. For instance, fixed conveyance allowance (i.e. cycle allowance) is admissible to attendance officers and their peons and not to teachers. Similarly Local allowance will be admissible mostly to teachers. The Administrative Officer should particularly bear this in mind. Provision for travelling allowance to teachers should not be made under this sub-head but under " (3)—recurring expenditure on primary schools—(i) Travelling Allowance to teachers ".

(*vi*) *Contingencies.*—In estimating expenditure on contingencies, the average actuals of the past three years should not be accepted as a matter of course, as a basis of framing estimates for the ensuing year since the expenditure for the previous years may include extraordinary items and the adoption of the average may lead to waste and extravagance. The details of actuals and, if necessary, the contingent registers should be examined to see that the expenditure proposed is really the absolute minimum.

(*vii*) The District School Board has now no power to modify the estimates relating to the pay and allowances of the establishment. A great responsibility, therefore, devolves on the administrative officer. It is his duty to see that the estimates are prepared most carefully and represent the actual requirements of the District School Board for the next year.

6. *Other expenditure.*—What is stated in the foregoing paragraphs holds good also in the case of other expenditure. Estimates for such expenditure should be prepared after considering the estimates for the past three years. They should represent, as far as possible, the actual requirements of the District School Board for the next year. They should lean neither on the side of inadequacy or extravagance.

7. *New items of expenditure.*—(1) A " new item of expenditure " means an item which involves the adoption of a new policy, provision of a new facility, increase or alteration in the existing facility or any other item involving the school board into additional expenditure.

(2) All new items of expenditure should be separately shown in section C of the budget. If the administrative officer feels any doubt as to whether any particular expenditure should be treated as new he should invariably seek the advice of the Director.

(3) No proposal should ordinarily be included in the statement of new items of expenditure unless it has been administratively approved by Government. In order that such proposal should be administratively approved by Government in good time for inclusion in the statement of new items of expenditure, the administrative officer should see that it is forwarded by the district school board to the Government through the Director so as to reach the Director at least one year and half before the beginning of the financial year in which it is proposed to implement the proposal.

Explanation.—"Administrative approval" means the formal acceptance of a scheme, proposal or work by Government for the purposes of incurring expenditure thereon as and when funds permit.

(4) While estimating the cost on account of such new items, the administrative officer should see that the cost approximates as far as possible to the actual cost likely to be incurred during the budget year. Full details of such extra cost and the major or minor head (and its units) to which it is debitable should also be furnished.

SCHEDULE K.

List of Recognised Universities.

[*Vide* sub-rule (2) of Rule 171 of the Bombay Primary Education Rules, 1949.]

Universities in India.

(1) The University of Agra.
(2) The University of Aligarh (Muslim).
(3) The University of Allahabad.
(4) The University of Andhra.
(5) The University of Annamalai.
(6) The University of Benares (Hindu).
(7) The University of Bombay.
(8) The University of Calcutta.
(9) The University of Delhi.
(10) The University of East Punjab.
(11) The University of Lucknow.
(12) The University of Madras.
(13) The University of Mysore.
(14) The University of Nagpur.
(15) The University of Patna.
(16) The University of Poona.
(17) The University of Travancore.
(18) The Osmania University.

(19) The Gujarat Vidyapeeth.
(20) The Tilak Maharashtra University.
(21) The S. N. D. T. Indian Women's University.
(22) The University of Saugor.
(23) The University of Rajputana.

Foreign Universities.

(1) The University of Dacca.
(2) The University of Hongkong.
(3) The University of Rangoon.
(4) The University of Sind.
(5) The University of West Punjab.
(6) The Universities in Great Britain and Ireland.

SCHEDULE L.

Procedure for the Election of Members of the State Board of Primary Education.

[*Vide* rule 171 (3) of the Bombay Primary Education Rules, 1949.]

(1) The Returning Officer shall fix the date, hour and place for each of the following stages of the election, namely :—

(*a*) receipt of nomination papers ;

(*b*) scrutiny of nomination papers ;

(*c*) counting of votes.

(2) The notice of election stating the date fixed for (*a*) receipt of nomination papers, (*b*) scrutiny of nomination papers and (*c*) counting of votes shall be forwarded to all the School Boards concerned, and shall also be published in the Official Gazette, at least 8 weeks before the date fixed for the counting of the votes. The date fixed for the receipt of nomination papers shall be not less than six weeks before the date fixed for the counting of the votes.

(3) Any two members of a School Board may nominate as a candidate any person who holds the requisite qualifications by sending to, or delivering at the office of the Returning Officer a nomination paper in the sub-joined form :—

Form of Nomination Paper.

1. *School Board of ———— District / Municipality.

2. *Description of the vacancy for which the candidate is nominated.
   (1) Representative of District School Boards ————
   (2) Representative of Municipal School Boards ————

3. Name of the candidate, with surname, if any.

* What is not required should be scored out.

4. Father's name, with surname, if any ...

5. Age and sex ...

6. Address ...

7. Educational qualifications, with years of passing the University examinations, and full particulars regarding the period of service and the name of the institution, if the candidate has served as a professor in a College affiliated to a statutory University in the State or has served as a head master in an approved school or recognised high school.

8. Name of the proposer* ...

9. Signature of the proposer* ...

10. Name of the seconder ...

11. Signature of the seconder ...

Declaration of the candidate

I hereby signify my willingness to serve, if I am elected.

Date _____ Signature of the candidate.

Date _____ Signature and designation of the Attesting Officer.

(4) A nomination paper shall be submitted by the candidate himself as assenting to his nomination and by two members of any of the School Boards concerned as proposer and seconder. The signatures of the candidate and his proposer and seconder must be attested by a Magistrate, a Justice of Peace, a Gazetted Officer or by the Administrative Officer of a School Board, President of the District Local Board or Authorised Municipality. Nomination papers in the prescribed form shall be supplied by the Returning Officer to every candidate or any person on his behalf asking for the same.

(5) In respect of any one election no member of a School Board shall subscribe as proposer or seconder more than one nomination paper.

(6) The Returning Officer shall examine the nomination papers and shall decide all objections which may be made to any nomination and may either on such objection or on his own motion after such summary enquiry, if any, as he thinks necessary refuse any nomination on any of the following grounds :—

(*i*) that the candidate is ineligible for the vacancy for which he has been nominated, or

* The proposer and seconder must be members of the same School Board.

(*ii*) that the proposer or seconder is not qualified for subscribing a nomination paper, or

(*iii*) that there has been a failure to comply with any of the prescribed provisions.

(7) The Returning Officer shall endorse on such nomination paper his decision accepting or rejecting the same and if the nomination paper is rejected he shall record in writing a brief statement of the reasons for such rejection and shall communicate his decision to the candidate concerned forthwith.

(8) An appeal may be made to Government against an order of the Returning Officer rejecting the nomination paper within three days from the date of the receipt of the order of the Returning Officer.

(9) Government shall decide the appeal as soon as possible and shall communicate the decision to the Returning Officer forthwith. The decision of Government on any such appeal shall be final.

(10) After the completion of the scrutiny of nomination and after the decision of Government in the case of an appeal, if any, is received, the Returning Officer shall forthwith prepare a list of valid nominations and shall forward the same to all the School Boards concerned requesting them to hold the election. Each School Board shall hold the election in accordance with the regulations made by it in this behalf within three weeks of the receipt of the list and shall report to the Returning Officer the result of the decision in the form given below :—

Result of the election of members of the State Board of Primary Education.

The School Board of———— District / Municipality

Has elected—Mr. / Miss/Mrs. ———— for the

Seat reserved for—District School Boards / Municipal School Boards

Date————

Chairman,

School Board of District / Municipality.

(11) The Returning Officer shall count the votes given to each candidate and when the counting of votes has been completed he shall forthwith declare the candidates to whom the largest number of votes have been given to be elected. If there is an equal number of votes in favour of each of two or more candidates for one vacancy the election shall be determined by the Returning Officer by drawing lots.

(12) The Returning Officer shall communicate the names of the persons elected to Government.

SCHEDULE M.

[*Vide* Rule 193 (4) of the Bombay Primary Education Rules, 1949.]

RULES FOR THE ADMINISTRATION, MAINTENANCE AND USE OF THE SCHOOL BOARD PROVIDENT FUND.

1. *Commencement and application.*—(1) These rules shall come into force from————————.

(2) These rules shall apply to the employees of a District School Board or the primary school teachers of an Authorised Municipality (hereinafter referred to as the said employees) for whom subscription to the provident fund is compulsory under sub-rule (2) of rule 193 of the Bombay Primary Education Rules, 1949, or who, under sub-rule (3) of the said rule 193, have exercised the option of joining the provident fund in lieu of pension :

Provided that any rules applicable to a provident fund established for the benefit of the employees before the date on which these rules come into force are hereby repealed and the said provident fund shall from and after the said date be governed by these rules in so far as such rules are applicable.

2. *Discontinuance of payment of pension contribution.*—If any of the said employees towards whose pension the School Board is contributing exercises the option under sub-rule (3) of rule 193 of the Bombay Primary Education Rules, 1949, to join the provident fund in lieu of pension, pension contribution on his behalf shall cease to be paid by the School Board with effect from the date of his joining the provident fund.

3. *Rate of subscription and manner of recovery.*—(1) The amount of subscription shall be fixed by the subscriber himself, subject to the following conditions :—

(*a*) It shall be expressed in whole rupees ; and

(*b*) It may be any sum, expressed in whole rupees, not being less than 6¼ per cent. of his pay (i.e. one anna in the rupee) and not more than 15§ per cent. of his pay (i.e. two and half annas in the rupee).

Note 1.—" Pay " includes officiating pay.

Note 2.—If the amount of the pay is not expressible in whole rupees ; the subscription shall be calculated on the nearest sum in whole rupees below that amount.

(2) The subscriber shall intimate to the Administrative Officer the fixation of the amount of his subscription in the following manner :—

(*a*) If he was on duty on the 31st March of the preceding year, by deduction which he makes in this behalf from his pay bill for that month ;

(*b*) If he was on leave on the 31st March of the preceding year and elected not to subscribe during such leave or was under suspension on that date, by the deduction which he makes in this behalf from his first pay bill on his return to duty.

(*c*) If he joins the provident fund for the first time, by the deduction which he makes in this behalf from his pay bill for the month following that in which he joins the provident fund.

(*d*) If he was on leave on the 31st March of the preceding year, and continues to be on leave and has elected to subscribe during such leave, by the deduction which he causes to be made in this behalf from his salary bill for that month.

(3) The amount of subscription so fixed shall remain unchanged throughout the year :

Provided that if a subscriber is on duty for a part of the month and on leave for the remainder of that month and if he has elected not to subscribe during leave, the amount of the subscription payable shall be proportionate to the number of days spent on duty in that month. Such proportionate amounts of subscription shall also be rounded off to the nearest rupee.

(4) Subscription as fixed by the subscriber under sub-rule (2) shall be deducted every month from his pay.

4. *School Board's contribution, its rate, date of payment etc.*—The School Board's contribution shall be equal to $6\frac{1}{4}$ per cent. of the subscriber's pay including officiating pay drawn on duty during the year and shall be made yearly on 31st March except in the case of death or retirement of a subscriber when the School Board's contribution to that subscriber's account shall be calculated to date. The amount of contribution payable by the School Board shall be rounded to the nearest whole rupee (fraction of a rupee exceeding eight annas counting as the next higher rupee).

Note.—Should a subscriber elect to subscribe during leave, his leave salary shall, for purposes of this rule, be deemed to be the pay drawn on duty.

5. *Investment and deposit of accumulated funds.*—All accumulations in the Provident Fund shall be deposited or invested in accordance with the provisions of section 46 of the Act.

6. *Keeping separate accounts for each subscriber.*—Separate accounts shall be kept for each subscriber, showing the amount of his own personal subscriptions with the interest thereon as it accrues, and his share of the yearly contribution of the School Board with interest thereon. A copy of his account for the previous year shall be furnished to each subscriber not later than 31st July in each year.

7. *Rate of Interest.*—(1) Interest at such rate as may from time to time be fixed by Government in regard to the Bombay General Provident Fund shall be allowed by the School Board on all payments by the subscriber and also on the School Board's contribution, and credited yearly on 31st March or at death or retirement of any particular subscriber, whichever may be earlier ; but the minimum rate of four per cent. applicable to certain subscribers of the Bombay General Provident Fund shall not be allowed to the subscriber.

(2) Interest shall be calculated and credited in the following manner :—

(*i*) On the amount at the credit of a subscriber on the last day of the preceding year, less any sums withdrawn during the current year—interest for twelve months.

(*ii*) On sums withdrawn during the current year—interest from the beginning of the current year up to the last day of the month preceding the month of withdrawal.

(*iii*) On all sums credited to the subscriber's account after the last day of the preceding year—interest from the date of deposit up to the end of the current year.

(*iv*) The total amount of interest shall be rounded off to the nearest rupee (*i.e.*, eight annas and above shall be treated as one rupee and amounts less than eight annas shall be neglected).

8. *Limit of service with regard to eligibility for School Board's contribution.*—A subscriber shall be entitled to the School Board's contribution with interest thereon if he has put in service of five years or more except when he has been dismissed. The period of five years shall be calculated from the commencement of the subscriber's service and not from the date of his joining the provident fund, and shall be exclusive of the period spent on leave without allowances :

Provided that a subscriber who dies while in the service of the School Board shall be deemed to have been entitled to the School Board's contribution irrespective of the period of his service.

9. *Payment of School Board's contribution in special cases.*—In the event of the retirement before completion of the period prescribed by rule 8, subscribers shall receive the amount of their own subscriptions only with interest thereon, the School Board's contribution lapsing to the Board :

Provided, however, that in case of retirement is necessitated by certified incapacity for further service, or other causes beyond the subscriber's control, the School Board may pay their contribution to the subscriber.

Note.—The word " Retirement " occurring in this rule includes quitting service by resignation, dismissal or discharge.

10. *Forfeiture of claims to School Board's contribution.*—Dismissal for misconduct shall entail forfeiture of the subscriber's claim to the School Board's contribution with interest thereon :

Provided that in cases in which the misconduct does not amount to an offence punishable by a Criminal Court the School Board may allow a subscriber dismissed for misconduct to receive such part of the School Board's contribution with interest as the School Board may decide. The balance, if any, shall lapse to the School Board.

11. *Assignments and encumbrances not binding on the School Board.*—The School Board shall not be bound by or recognise any assignment or encumbrance created or attempted to be created, which affects the disposal of the accumulations of a subscriber who dies before retirement.

12. *Grant of advances for special reasons.*—(*i*) The School Board may, at its discretion, in cases of urgent need, grant advances to subscribers out of the fund towards any of the following purposes :—

(*a*) to pay expenses incurred in connection with the illness of a subscriber or any person actually dependent on him ;

(*b*) to pay expenses in connection with marriages, funerals, or ceremonies which by the religion of the subscriber, it is incumbent upon him to perform, and in connection with which it is obligatory that expenditure should be incurred.

(*ii*) The advances shall not ordinarily exceed three months' pay and shall in no case exceed the amount of the subscriber's subscriptions including accrued interest.

(*iii*) When an advance has already been granted to a subscriber no subsequent advance shall be granted to him, except for very special reasons to be recorded in writing, until, at least, 12 calendar months have elapsed since the complete repayment of the last advance taken.

(*iv*) The amount of any advance to a subscriber under this rule shall be debited to the separate account of such subscriber as against his own subscriptions to the fund and will operate to reduce *Pro tanto* the amount standing to his credit in the fund, from time to time, until the advance shall be recovered, the recoveries being credited to the said account as and when made. No interest shall be credited to the account of any subscriber to whom an advance has been made on any amount for the time being debited to his account representing an outstanding advance.

(*v*) An advance shall be recoverable by the School Board by deduction from the salary of the subscriber to whom it is made by monthly instalments of such number, not being more than 24, as shall be fixed by the School Board in each case. Such recoveries shall commence from the first month in respect of which the subscriber shall draw full pay after the advance has been made.

Note.—A subscriber may, however, at his option make repayment in less than the number of instalments fixed by the School Board. Recovery shall not be made except with the subscriber's consent while he is on leave or in receipt of subsistence allowance. When two or more advances are made, each advance should be treated separately and the monthly deduction of not less than 1/24th of each advance shall be made until that advance is cleared.

(*vi*) When an advance is repayable in 12 instalments, an additional instalment representing interest and equivalent to 3½ per cent. of the amount of the advance shall be paid in the month following that in which the last instalment is paid. Similarly, two additional instalments representing interest, each equivalent to 3½ per cent. of the total amount of the advance, shall be paid when the advance is repayable in more than 12 instalments.

In calculating interest as above, a fraction of a rupee shall be taken at the next higher whole rupee if it exceeds eight annas, and shall be ignored if it does not.

13. *Definition of family.*—For the purpose of these rules, the "family" of a subscriber shall mean—

(*i*) in the case of a male subscriber, the wife or wives and children of a subscriber, and the widow or widows and children of a deceased son of the subscriber :

Provided that if a subscriber proves that his wife has been judicially separated from him or has ceased under the customary law of the community to which she belongs to be entitled to maintenance she shall henceforth be deemed to be no

longer a member of the subscriber's family in matters to which these rules relate, unless the subscriber subsequently indicates by express notification in writing to the Administrative Officer that she shall continue to be so regarded.

(*ii*) in the case of a female subscriber, the husband and children of a subscriber and the widow or widows and children of a deceased son of a subscriber :

Provided that if a subscriber by a notification in writing to the Administrative Officer expresses her desire to exclude her husband from her family, the husband shall henceforth be deemed to be no longer a member of the subscriber's family in matters to which these rules relate unless the subscriber subsequently cancels formally in writing her notification excluding him.

Note I.—" Children " means legitimate children.

Note II.—An adopted child shall be considered to be a child within the meaning of this rule when, under the personal law of the subscriber, adoption is legally recognised as conferring the status of a natural child. If a doubt arises in an individual case, the Administrative Officer shall refer the matter to the Legal Adviser of the District School Board or Authorised Municipality and his opinion shall be final for the purposes of these rules. A nomination in favour of an adopted child is made at the subscriber's risk and may be challenged at any time.

14. *Nomination by subscriber.*—(1) A subscriber shall, as soon as may be, after joining the Fund, send to the Administrative Officer a nomination conferring on one or more persons the right to receive the amount that may stand to his credit in the Fund, in the event of his death before that amount has become payable, or having been payable, has not been paid :

Provided that if, at the time of making the nomination, the subscriber has a family, the nomination shall not be in favour of any person or persons other than the members of his family.

(2) If a subscriber nominates more than one person under sub-rule (1) he shall specify in the nomination the amount or share payable to each of the nominees in such manner as to cover the whole of the amount that may stand to his credit in the Fund at any time.

(3) Every nomination shall be in such one of the Forms set forth in the first Annexure as is appropriate in the circumstances.

(4) A subscriber may at any time cancel a nomination by sending a notice in writing to the Administrative Officer :

Provided that the subscriber shall, along with such notice, send a fresh nomination made in accordance with the provisions of sub-rules (1) to (3).

(5) Without prejudice to the provisions of sub-rule (4), a subscriber shall along with every nomination made by him under this rule send to the Administrative Officer a contingent notice of cancellation which shall be in such one of the Forms set forth in the second Annexture as is appropriate in the circumstance.

(6) Immediately on the occurrence of any event by reason of which the contingent notice of cancellation referred to in sub-rule (5) becomes operative and the nomination to which that notice relates consequently stands cancelled, the subscriber shall send to the Administrative Officer a fresh nomination made in accordance with the provisions of sub-rules (1) to (3).

(7) Every nomination made, and every notice of cancellation given, by a subscriber shall, to the extent that it is valid, take effect on the date on which it is received by the Administrative Officer.

(8) Nothing in sub-rules (1) to (3) shall be deemed to invalidate or to require the replacement by a nomination thereunder, of a nomination duly made before, and subsisting on the date on which these rules come into force :

Provided that in respect of every such nomination, the subscriber shall, as soon as may be after the said date, send to the Administrative Officer a contingent notice of cancellation in such one of the Forms set forth in the Second Annexture as is appropriate in the circumstances.

15. *Payment of the accumulations in the Provident Fund.*—On the death of a subscriber before the amount standing to his credit has become payable, or where the amount has become payable before payment has been made ;

(*i*) when the subscriber leaves a family—

(*a*) if a nomination made by the subscriber in accordance with the provisions of rule 14 in favour of a member or members of his family subsists, the amount standing to his credit in the Fund or the part thereof to which the nomination relates shall become payable to his nominee or nominees in the proportion specified in the nomination ;

(*b*) if no such nomination in favour of a member or members of the family of the subscriber subsists or if such nomination relates only to a part of the amount standing to his credit in the fund, the whole amount or the part thereof to which the nomination does not relate, as the case may be, shall notwithstanding any nomination purporting to be in favour of any person or persons other than a member or members of his family, become payable to the members of his family in equal shares :

Provided that no share shall be payable to—

(1) sons who have attained legal majority ;
(2) sons of a deceased son who have attained legal majority ;
(3) married daughters whose husbands are alive ;
(4) married daughters of a deceased son whose husbands are alive

if there is any member of the family other than those specified in clauses (1), (2), (3) and (4) ;

Provided further that the widow or widows, and the child or children of a deceased son shall receive between them in equal parts only the share which that son would have received if he had survived the subscriber and had been exempted from the provisions of clause (1) of the first proviso ;

(*ii*) when the subscriber leaves no family, if a nomination made by him in accordance with the provisions of rule 14 or the corresponding rule heretofore in force in favour of any person or persons subsists the amount standing to his credit in the fund or the part thereof to which the nomination relates shall become payable to his nominee or nominees in the proportion specified in the nomination.

Note (*1*).—Any sum payable under this rule to a member of a family of a subscriber vests in such member under sub-section (*2*) of section 3 of the Provident Funds Act, 1925.

Note (*2*).—When a nominee is a dependent of the subscriber as defined in clause (*c*) of section 2 of the Provident Funds Act, 1925, the amount vests in such nominee under sub-section (*2*) of section 3 of the said Act.

Note (*3*).—When the subscriber leaves no family and no nomination made by him in accordance with the provisions of rule 14 subsists, or if such nomination relates only to part of the amount standing to his credit in the Fund, the relevant provisions of clause (*b*) and sub-clause (*ii*) of clause (*c*) of sub-section (*1*) of section 4 of the Provident Funds Act, 1925, shall apply to the whole amount or the part thereof to which the nomination does not relate.

Note (*4*).—When the whole or any part of the amount standing to the credit of a subscriber becomes payable to a minor or minors, the payment of the amount shall be made in the manner indicated below:—

(*i*) If the share of a minor does not exceed Rs. 100, payment may be made without a guardianship certificate to the natural guardian of the minor or minors, or, in the absence of the natural guardian, to such person as may be considered fit by the School Board in this behalf:

Provided that the guardian or the person concerned (except in the case of a Hindu widow receiving payment on behalf of her minor children) executes a bond signed by two sureties agreeing to indemnify the School Board against any subsequent claim which may arise.

(*ii*) If the share of a minor is in excess of Rs. 100, payment may be made to the person legally entitled to receive the minor's share:

Provided that in the case of a Hindu widow of a deceased subscriber, when there is no guardian appointed by a court to receive payment on behalf of the minor children, the payment may be made to the widow on behalf of the children.

16. *Refunding to Government the grant-in-aid (with interest thereon).*—When the whole or part of the School Board's contribution (with interest thereon) towards the provident fund account of a subscriber lapses to the Board under rule 9 or 10, it shall be incumbent on the Board to refund to Government the grants-in-aid (with the interest thereon) which were received by it on this account from time to time when the contributions were paid into the subscriber's account.

Note.—The refund shall be effected by deducting the amount (on which Government grant was paid) that lapsed to the Board in a year from the total expenditure admitted for grant during that year.

17. *Payments of accumulations to be made within three months from the date of retirement or death of subscriber.*—Payments shall be made within three months from the date of retirement or death of the subscriber, and shall include interest up to the date on which payment is made; and if payment is not claimed before the expiration of the three months no interest shall accrue beyond that period.

Provided that the accumulations remaining unpaid for over six months since the date such sum became payable shall be transferred to "*Deposits*" after the 31st March of the year and treated thereafter under the ordinary rules relating to Deposits.

18. *Recovery of School Board claims from the amount standing to the subscriber's credit.*—Before any payments are made to any subscriber from the fund all sum due by him to the School Board or the Authorised Municipality, as the case may be, on any account shall be recovered by the School Board by deducting the amount due by him from the amount payable to him, but not exceeding in any case the total amount of any contributions credited by the School Board to the account of the subscriber and any interest or increment which has accrued on such contribution.

19. *Administration, management, etc.*—The fund shall be administered by the School Board, all work in connection with its management being carried on as part

of the function of the School Board. Though part of the Primary Education Fund, separate accounts of the provident fund shall be kept. The provident fund shall be subject to the annual audit by the Auditors of Government.

20. *Relaxations.*—Government may, in special cases, modify or alter these rules to suit the special circumstances of a District School Board or Authorised Municipality.

FIRST ANNEXTURE.

[*See* Rule 14 (3).]

FORMS OF NOMINATION.

I.—When the subscriber has a family and wishes to nominate one member thereof.

I hereby nominate the person mentioned below, who is a member of my family as defined in rule 13 of the School Board Provident Fund Rules, to receive the amount that may stand to my credit in the Fund in the event of my death before the amount has become payable, or having become payable has not been paid :—

Name and address of nominee.	Relationship with subscriber.	Age.

Dated this day of 19 , at

Signature of subscriber.

Two witnesses to signature—
(1)
(2)

II.—When the subscriber has a family and wishes to nominate more than one member thereof.

I hereby nominate the persons mentioned below, who are members of my family as defined in rule 13 of the School Board Provident Fund Rules, to receive the amount that may stand to my credit in the Fund, in the event of my death before that amount has become payable, or having become payable has not been paid, and direct that the said amount shall be distributed among the said persons in the manner shown below against their names :—

Name and address of nominees.	Relationships with subscriber.	Age.	Amount or share of accumulations to be paid to each.

Dated this day of 19 , at

Signature of subscriber.

Two witnesses to signature—
(1)
(2)

III.—When the subscriber has no family and wishes to nominate one person.

I, having no family as defined in rule 13 of the School Board Provident Fund Rules, hereby nominate the person mentioned below to receive the amount that may stand to my credit in the Fund, in the event of my death before that amount has become payable or having become payable has not been paid :—

Name and address of nominee.	Relationship with subscriber.	Age.

Dated the day of 19 , at

Signature of subscriber.

Two witnesses to signature—

(1)

(2)

IV.—When the subscriber has no family and wishes to nominate more than one person.

I, having no family as defined in rule 13 of the School Board Provident Fund Rules, hereby nominate the persons mentioned below to receive the amount that may stand to my credit in the Fund, in the event of my death before that amount has become payable, or having become payable has not been paid, and direct that the said amount shall be distributed among the said persons in the manner shown below against their names :—

Names and address of nominees.	Relationships with subscriber.	Age.	*Amount or share of accumulations to be paid to each.

Dated this day of 19 , at

Signature of subscriber.

Two witnesses to signature—

(1)

(2)

*Note.—This column should be filled in so as to cover the whole amount that may stand to the credit of the subscriber in the fund at any time.

SECOND ANNEXTURE.

[*See* Rule 14 (5) and (8).]

FORMS OF CONTINGENT NOTICE OF CANCELLATION.

I.—Where nomination is in favour of one or more members of the subscriber's family.

Without prejudice to my right under sub-rule (4) of rule 14 of the School Board Provident Fund Rules to cancel the nomination made by me on whenever I think fit, I hereby give notice that in the event of the person / any of the persons nominated thereunder predeceasing me, the said nomination shall forthwith stand cancelled.

Dated this day of 19 at

Signature of subscriber.

Two witnesses to signature :—

(1)

(2)

II.—When nomination is in favour of one or more persons not being members of the subscriber's family.

Without prejudice to my right under sub-rule (4) of rule 14 of the School Board Provident Fund Rules to cancel the nomination made by me on whenever I think fit, I hereby give notice that in the event of the person / any of the persons nominated thereunder predeceasing me, or in the event of my hereafter acquiring a family as defined in rule 13 of the said rules, the said nomination shall forthwith stand cancelled.

Dated the day of 19 at

Signature of subscriber.

Two witnesses to signature :—

(1)

(2)

o

SCHEDULE N.

[*Vide* rule 194 (2) of the Bombay Primary Education Rules, 1949.]

Rules for the administration, maintenance and use of the School Board Pension Fund.

1. *Commencement and application.*—(1) These rules shall come into force from.....

(2) These rules shall apply to the employees of a District School Board or to primary school teachers of an Authorised Municipality (hereafter referred to as the said employees) who are under the rules eligible to receive pension and who under sub-rules (3) and (4) of rule 5 of the Bombay Primary Education Rules, 1924, or under sub-rule (3) of rule 193 of the Bombay Primary Education Rules, 1949, have exercised the option of remaining on a pensionary basis. The School Board shall pay pension contribution into the pension fund on behalf of the said employees :

Provided that any rules applicable to a pension fund established for the benefit of the employees before the date on which these rules come into force are hereby repealed and the said pension fund shall from and after the said date be governed by these rules in so far as such rules are applicable.

2. *Discontinuance of payment of pension contribution.*—(1) No pension contribution shall be paid into the pension fund in respect of employees who are subscribers or elect to subscribe to the provident fund established under rule 193 of the Bombay Primary Education Rules, 1949.

(2) Pension contribution paid by the School Board to Government on behalf of the said employees prior to the establishment of the pension fund shall cease to be paid to Government with effect from the date of the establishment of the pension fund. From such date, the School Board shall pay pension contribution on behalf of these employees into its pension fund.

3. *Rate of Pension Contribution.*—Contributions payable to the fund from the date of its establishment shall be at the rate of one-nineth (or $11\frac{1}{9}$ per cent.) of the sanctioned salaries of the several appointments and it shall be made monthly on the date on which the pay bills of the employees are cashed.

No person whose service has not been pensionable in the past shall be permitted to join the pension fund with retrospective effect, and no contribution in that behalf shall be made by the School Board with a view to render past services pensionable.

4. *Administration, management etc., of the pension fund.*—The pension fund shall be administered by the School Board, all work in connection with management being carried on as a part of the functions of the School Board. Separate accounts of the fund shall be kept and it shall be subject to the annual audit by the Auditors of Government.

5. *Investment and deposit of accumulated funds.*—All accumulations in the pension fund shall be deposited or invested in accordance with the provisions of section 46 of the Act.

6. *Liability.*—The District School Board or Authorised Municipality concerned shall pay, out of the pension fund established by it ; to the employees concerned the proportionate share of pension when earned, in respect of the period for which pension contribution has been credited to such pension fund. The proportionate share of pension in respect of the period for which the employees concerned served under Government or for which pension contribution was being paid to Government shall be paid from State revenues.

The proportionate share of pension payable by Government and the District School Board or Authorised Municipality, as the case may be, shall be determined by the Accountant General in accordance with the method indicated in rule 279-B of the Bombay Civil Services Rules.

7. *Payment of pension or gratuity.*—A pension shall be payable monthly in arrears on or after the first day of each month during life time, whereas a gratuity shall be paid in a single sum and not by instalments, as soon as the amount due is sanctioned by an authority competent to do so.

Note.—The employees referred to in rule 1 above will have the option of having their pensions commuted in accordance with the rules prescribed by Government from time to time for similar classes of its employees.

8. *Final absorption.*—When no liability remains on the pension fund it shall be absorbed in the general balances of the School Board after refunding to Government the latter's quota equal to the rate of the grant-in-aid made towards the fund.

Note.—The refund shall be effected by deducting the amount (on which Government grant was paid) that lapsed to the Board in a year from the total expenditure admitted for grant during that year.

9. *Submission of Establishment Returns.*—Early in April in each year, a detailed statement in respect of the permanent employees on whose behalf contribution is paid into the fund shall be prepared in the prescribed form and submitted to the Director by a District School Board and to the Authorised Municipality by the Municipal School Board as soon as possible and not later than 15th May.

10. *Relaxations.*—Government may, in special cases, modify or alter these rules to suit the special circumstances of a District School Board or Authorised Municipality.

APPENDIX A.

(*See* rule 7 of the Bombay Primary Education Rules, 1949.)

Form showing particulars regarding caste, qualifications, profession, etc., of the persons elected on the School Board of the

District Local Board / Authorised Municipality

(Date of election)

Serial No.	Name of member in full.	Interest represented.	Caste and community.	Educational qualifications.	Past and present profession or business if any.	Whether the person elected is a member of the D. L. B. or an Authorised Municipality.	Remarks.

Date. President, District Local Board. / Authorised Municipality.

APPENDIX B.

FORM A.

[*Vide* rule 86 (*iii*) of the Bombay Primary Education Rules, 1949.]

Form of Census of Children.

1. Name of Village ... ...
2. Serial No. ... ...
3. Name of child with father's name and surname.
4. Language spoken by the child ...
5. Date of birth (in words) ... ...
6. Name and address of parent, guardian or other person who has actual custody of the child.
7. Name of the school attended or to which the child is to be sent.
8. If the child is physically defective and is unable to attend school the reasons therefor.

Date ———— Signature of Enumerator ————

The birth-date entered above is, to my knowledge and belief, correct.

Date ————

Signature or thumb impression of parent or guardian.

N.B.—In case of a child the year of whose birth is known but not the month or the date, the 1st day of June of that year should be entered as the date of birth. When both the year and the month of birth are known but not the date the 1st day of that month should be entered as the date of birth. If the date of birth has been entered in this manner the words "according to *N. B.*" should be written below the date of birth.

FORM B.

[*Vide* rule 88 (1) of the Bombay Primary Education Rules, 1949.]

Form of Census Register of all children of the ages to whom a scheme applies already attending approved schools

Register of $\frac{\text{boys}}{\text{girls}}$ in*

Serial No.	Name of boy/girl with father's name and surname, if any.	Language spoken by the child.	Date of birth.†	School year in which the child becomes liable for compulsory primary education.	School year in which the child shall cease to be liable for compulsory primary education.	Name and address of parent or guardian or other person who has actual custody of the child.	Re-marks‡
1	2	3	4	5	6	7	8

*Here enter the name of the village or ward in which the child is residing.

† In the case of a child the year of whose birth is known but not the month or the date, the first of June of that year should be entered as the date of birth. When both the year and the month of birth are known but not the date the 1st day of that month should be entered as the date of birth. If the date of birth has been entered in this manner the words "according to foot-note" should be writ ten below the date of birth.

‡ Here the name of the school to which the child is to be sent should be entered or if the child is exempted a note to that effect should be made.

FORM C.

[*Vide* rule 88 (1) of the Bombay Primary Education Rules, 1949.]

Form of the list of all children of the ages to whom a scheme applies not attending any approved school.

List of $\frac{\text{boys.}}{\text{girls.}}$

Serial No.	Name of boy/girl with father's name and surname, if any.	Language spoken by the child.	Date of Birth.	School year in which the child becomes liable for compulsory primary education.	School year in which the child shall cease to be liable for compulsory primary education.	Name and address of parent or guardian or other person who has the custody of the child.	Re-marks.
1	2	3	4	5	6	7	8

FORM D.

[*Vide* rule 92 of the Bombay Primary Education Rules, 1949.]

Form of Attendance Notice.

No.

To

_____

_____

_____

Sir/Madam,

As your son/daughter/ward will attain/attained the age of 6 years on , you are required under the provisions of section 32* of the Bombay Primary Education Act, 1947, to see that he/she attends _____ school regularly from _____. If you wish him/her to attend a school other than the above you should apply to me stating the school which you wish him/her to attend. If you consider that you have a reasonable excuse under section 33* of the Act for not sending your son/daughter/ward to school you should apply to me within one month from the date of this notice showing the cause why he/she should be exempted from attending school.

Dated _____ Member,

_____

Administrative Officer, } Authorised by the School Board.

_____

Officer of the School Board.

* Sections 32 and 33 should be reprinted on the reverse of this Notice.

FORM E.

(*Vide* Rule 97 of the Bombay Primary Education Rules, 1949.)

Form of Attendance Order.

(Counterfoil)

No.

Attendance Order.

To

———————

———————

Sir/Madam,

Whereas under the Attendance Notice No.———————dated the———————you were required under the provisions of section 32 of the Bombay Primary Education Act, 1947, to see that your $\frac{\text{son}}{\text{daughter}}$ attends———————school regularly on and from———————;

And where as you have failed to cause your $\frac{\text{son}}{\text{daughter}}$ to attend the school mentioned in the said notice or any other approved school;

And whereas you have not also given any reasonable excuse within the meaning of section 33 of the said Act for failure to cause your $\frac{\text{son}}{\text{daughter}}$ to attend an approved school;

And whereas the———————School Board,———————has authorised me under sub-section (2) of section 34 of the said Act to issue this order;

Now, therefore, in exercise of the powers conferred by section 34 of the said Act, I hereby direct you to cause your $\frac{\text{son}}{\text{daughter}}$ to attend an approved school regularly on and from———————;

Take notice that in the event of failure to comply with the provisions of this order, legal steps as prescribed under section 35 of the said Act will be taken against you.

Dated ———————

———————Member of the School Board.

———————Administrative Officer.

———————Officer of the School Board.

Received a copy of the above order,

Date ———————

Signature or thumb impression of the parent.

MO-III Bk H 160—97

FORM E—*contd.*

No.

Attendance Order.

To

———————————

———————————

Sir/Madam,

Whereas under the Attendance Notice No.———————dated the———————you were required under the provisions of section 32 of the Bombay Primary Education Act, 1947, to see that your $\frac{\text{son}}{\text{daughter}}{\text{ward}}$ attends———————school regularly on and from ———————————;

And whereas you have failed to cause your $\frac{\text{son}}{\text{daughter}}{\text{ward}}$ to attend the school mentioned in the said notice or any other approved school;

And whereas you have not also given any reasonable excuse within the meaning of section 33 of the said Act for failure to cause your $\frac{\text{son}}{\text{daughter}}{\text{ward}}$ to attend an approved school;

And whereas the———————School Board,——————— has authorised me under sub-section (2) of section 34 of the said Act to issue this order;

Now, therefore, in exercise of the powers conferred by section 34 of the said Act, I hereby direct you to cause your $\frac{\text{son}}{\text{daughter}}{\text{ward}}$ to attend an approved school regularly on and from———————————;

Take notice that in the event of failure to comply with the provisions of this order, legal steps as prescribed under section 35 of the said Act will be taken against you.

Dated ———————

———————Member of the School Board.

———————Administrative Officer.

———————Officer of the School Board.

FORM F.

(*Vide* Rule 98 of the Bombay Primary Education Rules, 1949.)

Form of complaint under Section 35 (2) of the Bombay Primary Education Act, 1947.

IN THE COURT OF THE ———— CLASS MAGISTRATE ————

Village Bench of ————

———— PERSON AUTHORISED BY THE DISTRICT MAGISTRATE.

Mr. ————

Adult,

Administrative Officer,

————School Board.

————

Officer authorised by

the Administrative Officer,

————School Board

} COMPLAINANT ;

versus

Mr. ————

Adult, resident of

village, ————

} ACCUSED.

COMPLAINT UNDER SECTION 35 OF THE BOMBAY PRIMARY EDUCATION ACT, 1947.

The complainant begs to state that :

1. The accused is a resident of ———— $\frac{\text{village}}{\text{Ward or Peth}}$ in the area of $\frac{\text{District School Board}}{\text{Authorised Municipality}}$ of ————;

2. Compulsory primary education has been introduced in this $\frac{\text{village}}{\text{Ward or Peth}}$ with the sanction of Government for $\frac{\text{Boys and girls}}{\text{girls}}$ of the age-group of ———— from ———— (*vide* G. R., Education and Industries Department No. dated).

3. The age of the accused's $\frac{\text{son}}{\text{daughter}}$ ward ———— is ——— years. A certificate regarding his/her date of birth is attached. The scheme of compulsion, therefore, applies to the accused's $\frac{\text{son}}{\text{daughter}}$ ward

4. The accused was accordingly served with an Attendance Notice requiring him to see that his $\frac{\text{son}}{\text{daughter}}$ ward ———— attended ———— ————school regularly from ————.

5. The accused did not comply with the provisions of that notice nor did he put forth any reasonable excuse for failure to cause his $\frac{\text{son}}{\text{daughter}}$ ward to attend an approved school. Thereupon the accused was served with an Attendance Order under section 34 (*1*) of the Bombay Primary Education Act, 1947, to cause his $\frac{\text{son}}{\text{daughter}}$ ward to attend ———— school regularly on and from ————. The accused has also failed to comply with the provisions of the Attendance Order.

6. The accused has therefore committed an offence under section 35 of the Bombay Primary Education Act, 1947.

7. It is prayed that the accused be dealt with according to law and the maximum penalty as prescribed for in section 35 (*1*) of the Bombay Primary Education Act, 1947, may be imposed on the accused.

Date ————.

Place ————

Administrative Officer,

District School Board / Municipal School Board ————

————

————Officer authorised by the Administrative Officer.

Documents filed

(1)

(2)

FORM G.

(*Vide* Rule 84 of the Bombay Primary Education Rules, 1949.)

Rough estimate of the cost involved on account of the introduction of Compulsory Primary Education.

1. Name of District School Board / Authorised Municipality

2. Date of the introduction of compulsion—
   (*a*) Whether compulsion has already been introduced and, if so, from what date, (give also the number and date of the Government Resolution sanctioning the scheme).
   (*b*) The date from which compulsion is proposed to be introduced or extended.

3. Children to whom compulsion will apply—
   (*a*) Whether the compulsion already introduced is for boys or girls or for both and the age groups of the children under compulsion.
   (*b*) Whether the compulsion proposed to be introduced or extended will apply to boys or girls or to both.
   (*c*) Age groups of children proposed to be brought under compulsion.

	First year 194 –195	Second year 19[illegible] –195	Third year 195 –195	Fourth year 195 –195	Fifth year 195 –195
Age Groups ..					

	Authorised Municipalities.	Non-Authorised Municipalities.	Villages.
4. The Area of compulsion—			
(*a*) Area in which compulsion has already been introduced—			
(*i*) Places having population of 5,000 and over.			
(*ii*) Places having population of 3,000 to 4,999.			
(*iii*) Places having population of 1,000 to 2,999.			
(*iv*) Places having population of 700 to 999.			
(*v*) Places having population of 400 to 699.			
(*vi*) Places having population less than 400.			
Total ..			

	Authorised Municipalities.	Non-Authorised Municipalities.	Villages.
(*b*) Area in which compulsion is proposed to be introduced or extended (*vide* Statement I)—			
(*i*) Places with population of 5,000 and over.			
(*ii*) Places with population of 3,000 to 4,999.			
(*iii*) Places with population of 1,000 to 2,999.			
(*iv*) Places with population of 700 to 999.			
(*v*) Places with population of 400 to 699.			
(*vi*) Population less than 400 ..			
Total ..			

	Authorised Municipalities.		Non-Authorised Municipalities.		Villages.	
	Male.	Female.	Male.	Female.	Male.	Female.
5. Population of the area of compulsion—						
(*a*) Total population of the area according to the last census.						
(*b*) Population covered by the Scheme of compulsion already introduced.						
(*c*) Population already exempted in the area i.e. (*a*) minus (*b*).						
(*d*) Population proposed to be exempted now.						
(*e*) Net population to be covered by the scheme of compulsion i.e. (*c*) minus (*d*).						

	Authorised Municipalities.		Non-Authorised Municipalities.		Villages.	
	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.
6. Children in the area of compulsion—						
(*a*) Estimated number of children of the age groups mentioned in 3 (*c*) above who are expected to be under compulsion after the completion of the scheme [i.e. 15 per cent. of the population shown under column 5 (*c*) above].						
(*b*) Total number of children attending primary schools already—						
(*i*) of age groups 6 to 11 ..						
(*ii*) of other ages						
(*c*) Estimated number of additional children to be brought under compulsion [i.e. columns 6 (*a*) minus column 6 (*b*)].						

	Authorised Municipalities.	Non-Authorised Municipalities.	Villages.
7. Total number of teachers required—			
(*a*) Estimated number of teachers required for the children shown in column 6 (*a*).			
(*b*) Number of teachers already in service in the area of compulsion in—			
(*i*) District School Board or Authorised Municipal Schools.			
(*ii*) Other approved schools			
(*c*) Total number of additional teachers required i.e. column 7 (*a*) minus column 7 (*b*).			

	Authorised Municipalities.		Non-Authorised Municipalities.		Villages	
	Immediate cost.	Ultimate cost.	Immediate cost.	Ultimate cost.	Immediate cost.	Ultimate cost.
8. Total estimated annual recurring cost—						
(*a*) On account of additional teachers on the basis of the average cost of pay scales.						
(*b*) On account of other items of expenditure which might be taken to be equal to the cost provided in (*a*) above.						
(*c*) On account of dearness allowance to the additional staff required (with details).						
Total recurring cost ..						
9. Total estimated non-recurring cost ..						
10. Total estimated recurring and non-recurring cost— i.e. column 8 plus 9						
11. Cost to Government—						
(*a*) Recurring						
(*b*) Non-recurring						
Total ..						

Date

Administrative Officer, District School Board, / Municipal School Board,

Chairman, District School Board, / Municipal School Board,

The above rough estimate of the additional cost on account of the introduction of compulsory education has been approved by the Municipality and the Municipality has also agreed to bear its share of the additional cost in its resolution No.....dated.....a copy of which is enclosed.

President,

Date..... Authorised Municipality of.....

FORM H.

(*Vide* Rule 90 of the Bombay Primary Education Rules, 1949.)

Statement I giving in abstract the particulars of the Scheme of Compulsion.

1. Name of District School Board / Authorised Municipality

	Number of Villages.	Number of Non-Authorised Municipalities.	Authorised Municipalities.
2. Whether compulsion has already been introduced— If so,			
(1) the date of the introduction of compulsion for the first time.			
(2) the area of compulsion already introduced (*vide* statement II).			
(3) the population of the area of compulsion (*vide* Statement II).			
(4) whether compulsion applied to boys, girls or to both.			
(5) the age groups of children already under compulsion.			
(6) Number and dates of Government Orders sanctioning the schemes of compulsion.			
3. Whether compulsion is proposed to be introduced for the first time or to be extended— If so,			
(*i*) the date from which compulsion is prepared to be introduced or extended.			
(*ii*) the area to which compulsion will apply for the first time or will be extended (*vide* statement II).			
(*iii*) the population of the area of compulsion (*vide* statement II).			
(*iv*) whether compulsion will apply or will be extended to boys, girls or both.			
(*v*) the age groups of children proposed to be brought under compulsion during the first year.			
(*vi*) the age groups of children proposed to be brought under compulsion from year to year during five years.			

	1st Year 19 –	2nd Year 19 –5	3rd Year 19 –5	4th Year 19 –5	5th Year 19 –5
Age groups of children—					
Boys					
Girls					

4. Area of compulsion and its population—

	Area under compulsion already.		Area proposed to be brought under compulsion for the first time or to which compulsion is proposed to be extended.	
	Number of places.	Their population.	Number of places.	Their population.
(*a*) Authorised Municipality ..				
(*b*) Non-authorised Municipalities—(give names of each)				
(1)				
(2)				
(3)				
(4)				
Total ..				
(*c*) Other places (*vide* Statement II) with a population of—				
(*i*) 5,000 and over				
(*ii*) 3,000 to 4,999				
(*iii*) 1,000 to 2,999				
(*iv*) 700 to 999				
(*v*) 400 to 699				
(*vi*) Less than 400				
Total Number of places ..				

	Villages.		Non-Authorised Municipalities.		Authorised Municipalities.	
	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.
5. Pupils in the areaepulsion—						
(*a*) No. of children atteof dintag scooat th time of consus (*vide* Stehm Columns 10 and 11)—						
(*i*) of age groups 6 to 11 years—						
in public Primary schools ..						
in private Primary schools ..						
Total No. of children of ages 6 to 11.						
(*ii*) of other ages—						
in public Primary schools ..						
in private Primary schools ..						
Total No. of children of other ages.						
(*a*) Grand total of all children attending schools.						
(*b*) Total No. of children of the age groups mentioned against paragraph 3 (*v*) above at the time of census (*vide* Statement III Column 13)—						
Age groups* .. 7—8 .. (*Strike out the age-groups not required). 8—9 .. 9—10 .. 10—11 .. 6—7 ..						
Total (*b*) ..						
(*c*) Total No. of children out of (*b*) above—						
(*i*) who have already been exempted (*vide* Statement III, Column 14).						
(*ii*) who are already attending schools (*vide* Statement III Column 15).						
(*iii*) who are proposed to be exempted (*vide* Statement III Column 16).						
Total (*c*) (*vide* Statement III Column 17).						

	Villages.		Non-Authorised Municipalities.		Authorised Municipalities.	
	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.
(*d*) Total No. of children out of (*b*) above who are liable for compulsion but who are not attending schools already, i.e., (*b*) minus (*c*).						
(*e*) Total No. of children who will be attending schools, i.e., (*a*) plus (*d*)—						
(*i*) in public Primary schools ..						
(*ii*) in private Primary schools ..						
Total (*e*) ..						
6. Classification of children in column 5 (*e*) above—						
(*i*) *by communities*—						
(*a*) Advanced						
(*b*) Intermediate						
(*c*) Backward						
Total ..						
(*ii*) *by languages*—						
Marathi						
Gujarati						
Kannad						
Other language (to be specified) ..						
Total ..						
7. Accommodation for pupils—						
(*a*) in existing private Primary schools ..						
(*b*) in existing public Primary schools (*vide* Statement IV Column 21).						
(*c*) in buildings to be rented for existing public schools (*vide* Statement IV Column 23).						
(*d*) in new schools to be opened or taken over (*vide* Statement IV Column 24).						

	Villages.		Non-Authorised Municipalities.		Authorised Municipalities.	
	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.
(*i*) Marathi Schools						
(*ii*) Gujarati Schools						
(*iii*) Kannad Schools						
(*iv*) Other language schools (to be specified).						
Grand Total* ..						

[*This total must tally with total in 5 (*e*).]

8. No. of new public schools to be opened or to be taken over (*vide* Statement VII)—

Marathi	
Gujarati	
Kannad	
Other language (to be specified) ..	
Total ..	

9. No. of teachers required—

(*a*) Total No. of teachers required for pupils in public schools shown against 5 (*e*) above at 1 teacher for 40 pupils (*vide* Statement V Column 29).	
(*b*) Total No. of teachers sanctioned for existing schools [*vide* Statement V Column 30(1)].	
(*c*) Total No. of additional teachers required (*vide* Statement V Column 31) for—	
(*i*) existing public schools ..	
(*ii*) proposed new public schools to be opened or for schools to be taken over.	
Total ..	

10. Other non-teaching Staff required—

Designation of the Post.	Posts already sanctioned.		Additional posts required.	
	No. of posts.	Scale of pay.	No. of posts.	Scale of pay.
(*a*) Assistant Administrative Officers ..				
(*b*) Attendance Officers—				
(*i*) Trained graduates ..				
(*ii*) Ordinary graduates				
(*iii*) Matriculates or non-graduates ..				
(*iv*) Trained Primary Teachers ..				
Total ..				
(*c*) Supervisors—				
(*i*) Trained graduates ..				
(*ii*) Ordinary graduates				
(*iii*) Matriculates or non-graduates ..				
(*iv*) Primary Teachers				
Total ..				
(*d*) Office Superintendent				
(*e*) Clerks—				
(*i*) Head Clerk				
(*ii*) Accountant				
(*iii*) Senior clerks				
(*iv*) Junior clerks				
Total ..				
(*f*) Servants in Class IV—				
(*a*) For officers				
(*b*) For School Board Office ..				
(*c*) For schools (mention designations) ..				
Total ..				

	Cost during the first year.	Annual Average recurring cost.	Non-recurring cost.
11. Total additional cost for—			
(*Vide* Statement VI)			
(*a*) Additional teachers			
(*b*) Non-teaching staff—			
(*i*) Assistant Administrative Officers ..			
(*ii*) Attendance Officers			
(*iii*) Supervisors			
(*iv*) Office Superintendents			
(*v*) Clerks			
(*vi*) Servants in Class IV ..			
Total ..			
(*c*) Rents and taxes (*vide* Statement IV)—			
(*i*) Additional rent for existing schools			
(*ii*) Rent for new schools ..			
(*iii*) Additional rent for School Board Office.			
Total ..			
(*d*) Supply of books, slates and stationery to indigent children—			
(*i*) Backward Class pupils ..			
(*ii*) Pupils of other communities ..			
(*e*) Grants-in-aid to private Primary Schools.			
(*f*) Printing of forms, circulars, etc. and Stationery (Give details separately).			
(*g*) Expenditure on census—			
(*i*) Remuneration to enumerators ..			
(*ii*) Remuneration to Supervising enumerators.			
(*iii*) Travelling allowance to enumerators and Supervising enumerators.			
(*iv*) Contingency for Stationery, etc. ..			
Total ..			
(*h*) Other expenditure, if any (items to be specified).			
(*i*) Total additional cost on account of the Scheme of compulsion.			
(*j*) Remission of fees			
(*k*) Total amount to be provided by the Authorised Municipality on account of the Scheme.			

Signature of Administrative Officer of District School Board.
Municipal School Board.

Signature of Chairman, Municipal School Board.

Signature of President, Authorised Municipality.

FORM H—*contd.*

Statement II showing the consolidation of the information regarding area, population schools under the scheme of compulsion.

Serial No.	Name of Taluka and Village or of ward of a Municipality.	Area in square miles.	Total population according to the last census.			Population to be exempted.			Net population which will be covered by scheme of compulsion (Column 4 minus Column 5).		
			Males.	Females.	Total.	Males.	Females.	Total.	Males.	Females.	Total.
1	2	3	4			5			6		

Particulars of existing Primary schools in the village.						Particulars of new public schools proposed to be opened or private schools to be taken over.						Remarks stating whether it is a new school or a private school to be taken over.
No. of Public primary Schools for			No. of private Primary Schools for			Boys.			Girls.			
Boys.	Girls.	Total.	Boys.	Girls.	Total.	Marathi.	Gujarati.	Kannad.	Marathi.	Gujarati.	Kannad.	
7			8			9						9-A

FORM H—*contd.*

Statement III showing consolidation of the information regarding classification of children coming under the scheme of compulsion.

Serial No.	Name of Taluka and Village or of ward of a Municipality.	No. of children attending *Public* Primary schools at the time of the census.						No. of children attending *Private* Primary schools at the time of census.						Age groups of children to whom the scheme will apply.
		of 6–11 years of age.			of other ages.			of 6–11 years of age.			of other ages.			
		Boys.	Girls.	Total.	Boys.	Girls.	Total.	Boys.	Girls.	Total.	Boys.	Girls.	Total.	
1	2	10						11						12

Total No. of children of the age group shown in the preceding column according to census.			Total Number of children shown in Column 13.								Total No. of Additional children not attending schools to be brought to school under compulsion (Column 13 minus Column 17).			Total No. of children who will be attending.	
			Who have already been exempted.		Who are already in schools.		Who are proposed to be exempted now.		Total.					Public Primary Schools (Column 10 plus Column 18).	Private Primary Schools (Column 11).
Boys.	Girls.	Total.	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.	Total.		
13			14		15		16		17		18			19	

FORM H—*contd.*

Statement IV showing consolidation of information regarding accommodation and rent required to be paid under the scheme of compulsion.

Serial No.	Name of Taluka and Village or of ward or of a Municipality.	Total Number of children who will have to be provided in public Primary schools (*vide* Column 19).	Number of children out of those in column 20 who will be provided in the existing public schools.				Amount of rent paid at present per annum for rented buildings.
			Buildings belonging to the Board.	In Rented buildings.	In Rent Free Buildings.	Total.	
1	2	20	21				22

Number of children for whom additional accommodation will have to be provided (Column 20 minus Column 21).		In New Public Schools to be opened or to be taken over.					Additional rent required to be paid per annum for additional accommodation.	
Existing public schools	New Public schools opened or taken over.	Marathi.	Gujarati.	Kannad.	Other language to be specified.	Total.	For existing public schools.	For new schools proposed to be opened.
23		24					25	26

FORM H—*contd.*

Statement V showing consolidation of the information regarding the classification of children by communities and languages and the number of teachers required.

Serial No.	Name of Taluka and Village or of ward of a Municipality.	Classification of children in Column 19.														Classification of children in column 19—*contd.*				Total No. of teachers required for pupils in column 21 at one teacher for 40 pupils.	Total No. of teachers sanctioned in the existing.		Total No. of additional Teachers required (Column 29 minus Column 30).		
		By Communities.								By Languages						By Languages—*contd.*									
		Advanced.		Intermediate.		Backward.		Total.		Marathi.		Gujarati.		Kannad.		Other Languages to be specified.		Total.					Existing Public Schools	The proposed new Public Schools.	Total.
		Boys.	Girls.	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.	Boys.	Girls.		(1) Public Schools.	(2) Private Schools.			
1	2	27								28						28—*contd.*				29	30		31		

FORM H—*contd.*

Statement VI showing details of the additional cost on account of the additional teaching and non-teaching staff required under the scheme of compulsion.

Designation of the post.	No. of additional posts required.	Scales of pay.	Cost during the first year.						
			Pay.	Provident Fund.	Travelling Allowance.	Contingencies.	Service Postage.	Other Allowances.	Total.
(i) Primary teachers ...									
(ii) Assistant Administrative Officers.									
(iii) Attendance Officers ...									
(iv) Supervisors ...									
(v) Office Superintendents.									
(vi) Clerks ...									
(vii) Servants in Class IV .									
Total ...									

Average annual cost.							Non-recurring cost.
Pay.	Provident Fund.	Travelling Allowance.	Contingencies.	Service Postage.	Other Allowances.	Total.	

FORM H—*concld.*

Statement VII giving lists of children to be exempted and of new schools proposed to be opened or taken over.

List of children to be exempted.

Serial No.	Full name of child.	Sex.	Place of residence.	Reasons for exemption.

Name of villages in which new schools are to be opened or taken over.

Serial No.	Name of the village.	Kind of School if any.	Kind of new School to be opened or taken over.	Reasons justifying the opening of or taking over a new school.

FORM I

FORM

(*Vide* rule 90 of the Bombay Primary

Statement I showing the number of pupils to be

No. of children by age group.	6-7		7-8		8-9		9-10	
	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls
4. Total No. of children of 6 to 11 years according to the Census.								
5. Total No. of children already exempted (if any).								
6. *Total No. of children of the village already attending—*								
(*a*) *Public Schools*—								
1. Marathi Boys' School.								
2. Marathi Girls' School.								
3. Gujarati Boys' School.								
6 (*a*) Total No. of children in Public Schools.								
(*b*) *Private Schools*— 1. Marathi Boys' School. 2. Marathi Girls' School. 3. Gujarati Boys' School.								
6(*b*) Total No. of children attending Private Schools.								
7. Grand Total of children attending all Schools.								
8. No. of children proposed to be exempted now.*								
9. Net No. of children of school-going age to be provided for i.e. column 4 minus columns 5, 7 and 8.								

* Reasons for exemption of each

I. ,

Education Rules, 1949.)

provided under the scheme of compulsion.

10-11		Total							
Boys	Girls	Boys	Girls	1. Name of Population Centre..... (*i.e.* the Revenue Village) Taluka.....					
				2. Population of the Village (1941 Census).	Males.	Females.	Total.		
				3. Names of adjoining wadis, falias or hamlets (with population of each) included in village.					
				No. of other children *i.e.* of other ages or from other villages.		Total No. of children in school.			
				Boys	Girls	Boys	Girls		

child to be given in brief on the reverse.

Statement II showing the classification of pupils by Communities and by Languages in the village of _____ *Taluka* _____

Classification of pupils by	10. Communities.							
	Advanced.		Intermediate.		Backward.		Total.	
	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls
(*a*) No. of children of 6 to 11 years of age already attending—								
(*i*) Public Schools								
(*ii*) Private Schools								
Total ...								
(*Vide* column 7 of Statement I.)								
(*b*) No. of children of other ages attending already—								
(*i*) Public Schools								
(*ii*) Private Schools								
Total ...								
(*c*) No. of additional children of the age groups to which compulsion will apply who will be brought to school.								
(*d*) Grand Total of (*a*), (*b*) and (*c*) ...								

(*contd. below.*)

11. Languages.

Marathi.		Gujarati.		Kannad.		Other language (to be specified).		Total.	
Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls

Statement III showing the details of accommodation proposed to be provided for ..... children under the scheme of compulsion in the village of ..... Taluka ..... .

Name and Kind of every public school in the village and of a new school proposed to be opened.	Details of existing accommodation.			
	Whether the building is rented, rent-free or owned.	No. of class rooms in each building and their floor area in square ft.	Total No. of children who can be accommodated at 8 square ft. per pupil in each building.	Total No. of children of all ages already attending public schools, *vide* column (6) *(a)*.
12	13	14	15	16
Existing Public Schools.				
1				
2				
3				
4				
5				
New Public Schools to be opened.				
1				
2				
3				
4				

(contd. below.)

No. of additional children of age group to which the scheme applies and who will be brought to school under compulsion during the year.	Total No. of children required to be provided elsewhere *i.e.* columns 16 and 17 minus column 15.	By shift in the existing building.	No. of children out of those shown in column 18 who will be provided for		Estimated additional rent per annum.	
			by renting additional accommodation for the existing school.	by opening new schools.	for additional accommodation for existing school.	for new school to be opened.
17	18	19	20	21	22	23

Statement IV showing the existing and the additional teachers required for the Schools in the village of.....Taluka.....

Name of each school in village.	Highest standard taught.	Total No. of children who can be provided in the school *i.e.* total of columns 15, 19 and 20 in the case of existing schools or column 21 in the case of new schools.	Total No. of teachers required for the pupils in column 25 at the rate of 40 pupils per teacher.	No. of existing teachers in the school.		No. of additional teachers required for the existing schools.	No. of additional teachers required for new schools.
				Trained.	Qualified.		
	24	25	26	27		28	29
Existing Public Schools.							
1.							
2.							
3.							
4.							
Total ...							
New Public Schools.							
1.							
2.							
3.							
Total ...							
***Private Schools**.*							
1.							
2.							
3.							
Total ...							

contd. below.

* The existing No. of children in each approved School to be shown.

APPENDIX C.

FORM A.

(Vide rule 106 of the Bombay Primary Education Rules, 1949.)

Statement to accompany the application for recognition or grant-in-aid to a private primary school.

1.	Locality ...	
2.	Name of the Proprietor, Society or controlling body.	
3.	Date of establishment ...	
4.	No. of pupils in average attendance in each standard during the year.	
5.	Name, age, qualifications, and the departmental certificates, if any, of the Head Teacher and assistants.	
6.	Other employment, if any, of the teacher/s.	
7.	Rates of fees charged, if any ...	
8.	Name and postal address of the Managers or correspondent who will be responsible for correspondence.	
9.	Annual expenditure and how it is proposed to be met.	
10.	General remarks including whether the school intends to apply for grant-in-aid.	
	Date	
	Signature	

FORM B.

[*Vide* rule 119 (2) of the Bombay Primary Education Rules, 1949.]

Form of Agreement.

In consideration of the sum of Rs..... paid on behalf of the school board of ..... to me/us as grant-in-aid in advance for the year 19 -19 for the ..... school, I/We do hereby agree to refund to the said School Board in full the amount of the said grant if for any reason the school is closed before the end of the said year or if the recognition of the school is withdrawn by the said School Board before the end of the said year for any reason which the said School Board in its absolute discretion may deem sufficient.

Dated 19 .

Place

Manager(s).

In the presence of

1.

2.

FORM C.

(*Vide* rule 6 in Schedule F.)

Agreement to be entered into between permanent teachers and managers of approved private schools.

An Agreement made the day of ..... One thousand Nine hundred and ..... between..... hereinafter called the Teacher of the one part and..... .....hereinafter called the (Committee) of the other part Whereby it is agreed by and between the parties as follows:—

1. That the Teacher shall devote his whole time and attention to the duties of his office and discharge them effectively, diligently and to the best of his ability and shall abide by the rules of conduct and general conditions of service framed by the management and shall not engage in any other employment and shall not (except in case of accident or sickness certified by competent medical authority) absent himself from duties without having first obtained the permission of the Head of the School:

[But] if he absents himself from the said service without first obtaining permission or in case of sickness, without furnishing the requisite medical certificate, as aforesaid, he shall forfeit all claims to any pay during such absence.

2. That the (Committee) shall pay the Teacher for so long as he shall remain in service and actually perform his duties as remuneration for his services a salary of Rupees.

(Rs.) per month during the first year and Rupees
(Rs.) per month during the second year and Rupees
(Rs.) per month in subsequent years.

3. That the Teacher shall subscribe to the Provident Fund in accordance with the rules in force regulating the same.

4. That this agreement may be terminated at any time by either party giving to the other months' notice in writing and on the expiration of the period of such notice this agreement shall be determined.

5. That in the event of misconduct on the part of the Teacher or breach by him of any of the conditions herein specified the (Committee) is entitled at any time after due inquiry to dispense with the services of the Teacher without notice.

6. The Head teacher of the school may suspend the Teacher pending inquiry into any charge brought against him.

7. All communications of whatever nature from the Teacher to the (Committee) shall be forwarded through the Head Teacher of the School.

In Witness Whereof—
of and on behalf of
the
and
have hereunto set their
hands the day and the year
first before written.

Signed by the said }
in the presence of }

Signed by the said }
in the presence of }

APPENDIX D.

(*Vide* rule 153 of the Bombay Primary Education Rules, 1949.)

THE BUDGET ESTIMATES OF THE DISTRICT SCHOOL BOARD, ——————————FOR THE YEAR 19 -19 .

Section A.

Estimates of receipts of the District School Board.....for the year 19 -19 .

Major and Minor Head.	Actuals for the preceding year.	Budget estimates for the current year.	Estimates for the next year 19 -19		
			Administrative Officer's estimates.	District School Board's estimates.	Sanctioned estimates.
1	2	3	4	5	6
	Rs.	Rs.	Rs.	Rs.	Rs.
I. Contributions—					
(*a*) Contributions from District Local Board under section 41 (*1*) (*vide* Annexture A).					
(*b*) Contributions from non-authorised Municipalities under section 41 (2) (*vide* Annexture B).					
II. Income from fees, fines, etc.—					
(*a*) School fees					
(*b*) Fines and penalties					
III. Income from endowments and Trust Funds for Primary Education (*vide* Annexture C).					
IV. Deposits and Advances—					
(*a*) Advances repaid					
(*b*) Deposit and earnest money ...					
V. Miscellaneous receipts—					
(*a*) Cash recoveries of overpayments in previous years.					
(*b*) Sale proceeds of old stores ...					
(*c*) Popular contribution other than contributions for construction of new school building.					
(*d*) Other receipts to be specified ...					
VI. Government grant					
Grand Total ...					

Section B.

Estimates of the expenditure of the District School Board.....for the year 19 –19 .

Major and Minor Head.	Sanctioned strength.		Actuals for the previous year (19 - 19).	Budget estimates for the current year (19 - 19).	Budget estimates for the next year		
	Permanent.	Temporary.			Administrative Officer's estimates.	District School Board's estimates.	Sanctioned estimates
1	2	3	4	5	6	7	8
			Rs.	Rs.	Rs.	Rs	Rs.
A—ITEMS OF SANCTIONED EXPENDITURE.							
1. RECURRING EXPENDITURE.							
(1) *General Establishment (vide Annexure D).*							
(a) Pay of Staff—							
(i) Assistant Administrative Officers.							
(ii) Supervisors							
(iii) Attendance Officers ...							
(iv) Engineering staff ...							
(v) Clerks							
(vi) Teachers							
(vii) Inferior servants—							
(a) attached to School Board office and officers.							
(b) Other inferior servants ...							
(viii) Other staff (to be specified)...							
Total of (a) ...							
(b) Allowances of Establishment (*vide* Annexture D)—							
(i) Assistant Administrative Officers.							
(ii) Supervisors ..							
(iii) Attendance officers ..							
(iv) Engineering staff ..							
(v) Clerks							
(vi) Teachers							
(vii) Inferior servants—							
(a) attached to School Board office and officers.							
(b) Other inferior servants							
(viii) Other staff (to be specified)							
Total of (b) ..							

Major and Minor Head.	Sanctioned strength.		Actuals for the previous year (19 - 19).	Budget estimates for the current year (19 - 19).	Budget estimates for the next year.		
	Permanent.	Temporary.			Administrative Officer's estimates.	District School Board's estimates	Sanctioned estimates.
1	2	3	4	5	6	7	8
			Rs.	Rs.	Rs.	Rs.	Rs.
A—ITEMS OF SANCTIONED EXPENDITURE—*contd.*							
1. RECURRING EXPENDITURE—*contd.*							
(1) *General Establishment* (*vide* Annexture D)—contd.							
(c) Contingencies for Establishment (*vide* Annexture D)—							
(*i*) Assistant Administrative Officers.							
(*ii*) Supervisors ..							
(*iii*) Attendance Officers ..							
(*iv*) Engineering staff ..							
(*v*) Other staff (to be specified) ..							
Total of (c) ..							
Total of (1) i.e. (*a*), (*b*) and (*c*) ..							
(2) *Recurring expenditure in School Board Office.*							
(*a*) Rents, rates and taxes (*vide* Annexture F).							
(*b*) Current and ordinary repairs ...							
(*c*) Furniture and equipment ...							
(*d*) Postage and telegram charges ...							
(*e*) Stationery and Printing of forms.							
(*f*) Office contingencies—							
(*i*) Fixed contingencies, water supply, conservancy charges, other charges.							
(*ii*) Miscellaneous contingencies.							
Total of (2) ...							

Major and Minor Head.	Sanctioned strength.		Actuals for the previous year (19 - 19).	Budget estimates for the current year (19 - 19).	Budget estimates for the next year.		
	Permanent.	Temporary.			Administrative Officer's estimates.	District School Board's estimates.	Sanctioned estimates.
1	2	3	4	5	6	7	8
			Rs.	Rs.	Rs.	Rs.	Rs.
A—ITEMS OF SANCTIONED EXPENDITURE—*contd.*							
1. RECURRING EXPENDITURE—*contd.*							
(3) *Recurring expenditure on Primary Schools.*							
(*a*) Rents, rates and taxes (*vide* Annexture F),							
(*b*) Current and ordinary repairs ...							
(*c*) Furniture, equipment, forms and stationery.							
(*d*) Postage and telegram charges ...							
(*e*) Stipends in training institutions...							
(*f*) Scholarships in primary schools ...							
(*g*) Books, maps, etc., for primary schools.							
(*h*) Free supply of books and slates for indigent pupils.							
(*i*) Travelling allowance to teachers.							
(*j*) Contingencies for schools—							
(*i*) Fixed contingencies, water supply, conservancy charges, other charges.							
(*ii*) Miscellaneous contingencies							
(*k*) Award of prizes							
(*l*) Miscellaneous expenditure to be specified—							
(*i*) Expenditure on physical education.							
(*ii*) Superintendence allowance in boarding schools.							
(*iii*) Medical inspection etc. ...							
Total of (3) ...							

Major and Minor Head.	Sanctioned strength.		Actuals for the previous year (19 – 19).	Budget estimates for the current year (19 – 19).	Budget Estimates for the next year.		
	Permanent.	Temporary.			Administrative Officer's estimates.	District School Board's estimates.	Sanctioned estimates.
1	2	3	4	5	6	7	8
			Rs.	Rs.	Rs.	Rs	Rs.
A—ITEMS OF SANCTIONED EXPENDITURE—*contd.*							
1. RECURRING EXPENDITURE—*concld.*							
(4) *Pensions and Gratuities.*							
(*a*) Pension							
(*b*) Gratuities							
(*c*) Contribution to Provident Fund...							
(*d*) Leave contribution							
Total of (4) ...							
(5) *Miscellaneous payments.*							
(*a*) Travelling allowance to School Board members.							
(*b*) Other payments to be specified ...							
Total of (5) ...							
(6) *Grants-in-aid to approved private schools.*							
Total estimates of recurring expenditure, i.e. of (1), (2), (3), (4), (5) and (6).							
2. NON-RECURRING EXPENDITURE.							
(1) *On School Board Office.*							
(*a*) Civil works ... ... (Special repairs or construction of office building).							
(*b*) Miscellaneous unforeseen charges...							
Total of (1) ..							

Major and Minor Head.	Sanctioned strength.		Actuals for the previous year (19 – 19).	Budget estimates for the current year (19– 19).	Budget Estimates for the next year.		
	Permanent.	Temporary.			Administrative Officer's estimates.	District School Board's estimates.	Sanctioned estimates.
1	2	3	4	5	6	7	8
			Rs.	Rs.	Rs.	Rs.	Rs.
A—ITEMS OF SANCTIONED EXPENDITURE—*concld.*							
2. NON-RECURRING EXPENDITURE —*contd*							
(2) *On Primary Schools.*							
(*a*) Civil works and special repairs to Board's Schools.							
(*b*) Building grants to approved private schools (*vide* Annexture G).							
(*c*) Equipment and furniture for new schools.							
(*d*) Miscellaneous unforeseen charges.							
Total of (2) ..							
Total estimates of non-recurring expenditure, i.e. (1) and (2).							
3—DEPOSITS AND ADVANCES.							
(*a*) Advances paid							
(*b*) Deposits returned							
(*c*) Contributions for activities connected with primary education.							
(*d*) Payment out of realisations from endowment and Trust Funds							
Total of 3 ..							
Grand total of A, i.e. 1, 2 and 3 ..							

Major and Minor Head.	Sanctioned strength.		Actuals for the previous year (19 – 19).	Budget estimates for the current year (19 – 19).	Budget Estimates for the next year.		
	Permanent.	Temporary.			Administrative Officer's estimates.	District School Board's estimates.	Sanctioned estimates.
1	2	3	4	5	6	7	8
			Rs.	Rs.	Rs.	Rs.	Rs.
B—ITEMS OF AUTHORISED EXPENDITURE.							
I. RECURRING EXPENDITURE.							
(1) *General Establishment (vide Annexture D).*							
(*a*) Pay of staff—							
(*i*) Assistant Administrative Officers.							
(*ii*) Supervisors ..							
(*iii*) Attendance officers ..							
(*iv*) Engineering staff ..							
(*v*) Clerks ..							
(*vi*) Teachers ..							
(*vii*) Inferior servants—							
(*a*) attached to School Board office and officers.							
(*b*) other inferior servants.							
(*viii*) Other staff (to be specified) ..							
Total of (*a*) ..							
(*b*) Allowances of Establishment (*vide* Annexture D)—							
(*i*) Assistant Administrative Officers.							
(*ii*) Supervisors							
(*iii*) Attendance officers ...							
(*iv*) Engineering staff ...							
(*v*) Clerks							
(*vi*) Teachers							
(*vii*) Inferior servants—							
(*a*) attached to School Board office and officers.							
(*b*) other inferior servants.							
(*viii*) Other staff (to be specified).							
Total of (*b*) ...							

Major and Minor Head.	Sanctioned strength.		Actuals for the previous year (19 – 19).	Budget estimates for the current year (19 – 19).	Budget Estimates for the next year.		
	Permanent.	Temporary.			Administrative Officer's estimates.	District School Board's estimates.	Sanctioned estimates.
1	2	3	4	5	6	7	8
B—ITEMS OF AUTHORISED EXPENDITURE—*contd.*			Rs.	Rs.	Rs.	Rs.	Rs.
1. RECURRING EXPENDITURE—*contd.*							
(1) *General Establishment (vide Annexture D)*—contd.							
(c) Contingencies for Establishment (*vide* Annexture D)—							
(i) Assistant Administrative Officers.							
(ii) Supervisors ...							
(iii) Attendance officers ...							
(iv) Engineering staff ...							
(v) Other staff (to be specified).							
Total of (c) ...							
Total of (1), i.e. (a), (b) and (c) ...							
(2) *Recurring expenditure in School Board Office.*							
(a) Rents, rates and taxes (*vide* Annexture F).							
(b) Current and ordinary repairs ...							
(c) Furniture and equipment ...							
(d) Postage and telegram charges.							
(d) Office contingencies ...							
(e) Fixed contingencies, water supply, conservancy charges and other charges.							
(f) Fluctuating contingencies ...							
Total of (2) ...							

Major and Minor Head.	Sanctioned strength.		Actuals for the previous year (19 – 19).	Budget estimates for the current year (19 – 19).	Budget Estimates for the next year.		
	Permanent.	Temporary.			Administrative Officer's estimates.	District School Board's estimates.	Sanctioned estimates.
1	2	3	4	5	6	7	8
			Rs.	Rs.	Rs.	Rs.	Rs.
1—RECURRING EXPENDITURE—*contd.*							
(3 *Recurring Expenditure on Primary Schools.*							
(*a*) Rent, rates and taxes (*vide* Annexture F).							
(*b*) Current and ordinary repairs ...							
(*c*) Furniture, equipment, forms and stationery.							
(*d*) Postage and telegram charges ...							
(*e*) Stipends in training institutions ...							
(*f*) Scholarships in Primary schools ...							
(*g*) Books, maps, etc., for Primary schools.							
(*h*) Free supply of books and slates for indigent pupils.							
(*i*) Travelling allowance to teachers ...							
(*j*) Contingencies for schools—							
(*i*) Fixed contingencies, water supply, conservancy charges, other charges.							
(*ii*) Miscellaneous contingencies.							
(*k*) Award of prizes							
(*l* Miscellaneous expenditure to be specified—							
(*i*) Expenditure on physical education.							
(*ii*) Superintendence allowance in boarding schools.							
(*iii*) Medical inspection, etc. ...							
Total of (3) ...							

Major and Minor Head.	Sanctioned strength.		Actuals for the previous year (19 - 19).	Budget estimates for the current year (19 - 19).	Budget Estimates for the next year.		
	Permanent.	Temporary.			Administrative Officer's estimates.	District School Board's estimates.	Sanctioned estimates.
1	2	3	4	5	6	7	8
			Rs.	Rs.	Rs.	Rs.	Rs.
1—RECURRING EXPENDITURE—*concld.*							
(4) *Pensions and Gratuities.*							
(*a*) Pensions							
(*b*) Gratuities							
(*c*) Contribution to Provident Fund..							
(*d*) Leave contribution ...							
Total of (4) ...							
(5) *Miscellaneous Payments.*							
(*a*) Travelling allowance to School Board members.							
(*b*) Other payments to be specified ...							
Total of (5) ...							
(6) Grants-in-aid to approved private schools.							
Total estimates of recurring expenditure, i.e. of (1), (2), (3), (4), (5) and (6).							
2—NON-RECURRING EXPENDITURE.							
(1) *Expenditure on School Board Office.*							
(*a*) Civil Works (Special repairs or construction of office building).							
(*b*) Miscellaneous unforeseen charges ..							
Total of (1) ..							

Major and Minor Head.	Sanctioned strength.		Actuals for the previous year (19 – 19).	Budget estimates for the current year (19 – 19).	Budget Estimates for the next year.		
	Permanent.	Temporary.			Administrative Officer's estimates.	District School Board's estimates.	Sanctioned estimates.
1	2	3	4	5	6	7	8
			Rs.	Rs.	Rs.	Rs.	Rs.
2—NON-RECURRING EXPENDITURE —*contd.*							
(2) *Expenditure on Primary Schools.*							
(*a*) Civil works and special repairs to Board's schools.							
(*b*) Building grants to approved private schools (*vide* Annexture G).							
(*c*) Equipment and furniture for new schools.							
(*d*) Miscellaneous unforeseen charges..							
Total of (2) ...							
Total estimates of non-recurring expenditure, i.e. (1) and (2).							
3—DEPOSITS AND ADVANCES.							
(*a*) Provident Fund ..							
(*b*) Advances paid ..							
(*c*) Deposits returned ..							
(*d*) Contributions for activities connected with primary education.							
(*e*) Payment out of realisations from endowment and Trust Funds.							
Grand Total of B, i.e. (1), (2) and (3)..							
Grand Total, A and B ..							

Section C.

NEW ITEMS OF EXPENDITURE

(*a*)

Abstract of expenditure on account of new items of expenditure

Serial No.	Description of the new items.	Estimated expenditure.			
		Recurring.	Non-recurring.	Total.	Ultimate annual recurring expenditure.
	Grand Total ..				

(*b*)

Details of individual new items

Item No.

Brief description :

Recurrent Rs. ... Non-recurrent Rs. ...

Total Rs. ... Ultimate annual recurrent. Rs.

Remarks : 1. (State justification for the new items.)

2. The extra cost on account of the new items will be as detailed below :—

Budget head.	Strength of staff.	Cost during the budget year.	Ultimate annual cost.

ANNEXTURE A.

Statement showing the details of the contribution payable in the year 19 -19 by the District Local Board, under section 41 (1) of the Act.

Particulars	* Actuals for 19 -19	† Actuals for 19 -19	‡ Budget estimate for 19 -19	§ Estimates for 19 19		Remarks.
				Administrative Officers' estimates.	Director of Public Instruction's estimates.	
1	2	3	4	5	6	7
(1) Income from local funds cess at pies in the rupee.						
(2) Income from other sources (to be specified) at pies in the rupee ..						
Grand Total ..						

* Enter figures for the last but one budget year.
† Enter figures for the last budget year.
‡ Enter figures for the current budget year.
§ Enter figures for the ensuing budget year.

ANNEXTURE B.

Statement showing the contribution payable by the non-authorised Municipalities to the District School Board ..... under section 41 (2) of the Act for the year 19 -19 .

Serial No.	Name of the non-authorised Municipality.	Income from the fixed proportion of rateable value of properties.	Income from funds.	Other moneys and donations.	*Actual for 19 -19
1	2	3	4	5	6
	Grand Total ..				

* Enter figures for the last but one budget year.

Serial No.	Name of the non-authorised Municipality.	†Actuals for 19 -19	‡Budget estimates for 19 -19	Administrative Officer's estimate	District School Board's estimate.
1	2	7	8	9	10
	Grand Total ...				

† Enter figures for the last budget year.
‡ Enter figures for the current budget year.

ANNEXTURE C.

Statement showing the income of the District School Board .....for 19 -19 from Endowments and Trust Funds.

Serial No.	Name of the Endowment or Trust Fund.	Number and date of orders sanctioning the Endowment or Trust Fund.	Income for the preceding year (19 -19).

			Estimates for the next year (19 -19).		
Serial No.	Name of the Endowment or Trust Fund.	Estimates of the current year (19 -19)	Administrative Officer's estimates.	District School Board's estimates.	Sanctioned estimates.

ANNEXTURE D.

Statement showing details of pay, allowances and contingencies of the $\frac{\text{sanctioned}}{\text{authorised}}$ *staff of District School Board ..... for 19 –19 .*

Major or Minor Head.	Sanctioned strength.			Pay.			
	Permanent.	Temporary	Pay proper.	Special pay or allowances classed as pay	Leave, pension or provident fund contribution.	Leave salary and pay of substitutes.	Total.
A/B ITEMS OF SANCTIONED/ AUTHORISED EXPENDITURE.							
1. RECURRING EXPENDITURE.							
(*a*), (*b*) and (*c*) *Pay, allowances and contingencies of staff*—							
(*i*) Assistant Administrative Officers ..							
(*ii*) Supervisors ..							
(*iii*) Attendance Officers ..							
(*iv*) Engineering staff ..							
(*v*) Clerks ..							
(*vi*) Teachers ..							
(*vii*) Inferior servants—							
(*a*) for Primary schools ..							
(*b*) for Schools Board staff..							
(*viii*) Other staff to be specified .							
Total ..							

Major or Minor Head.	Allowances.					
	Travelling allowance.	Fixed conveyance allowance.	Local and house rent allowance.	Dearness allowance.	Other allowances.	Total.
A/B ITEMS OF SANCTIONED/ AUTHORISED EXPENDITURE.						
1. RECURRING EXPENDITURE.						
(*a*), (*b*) and (*c*) *Pay, allowances and contingencies of staff*—						
(*i*) Assistant Administrative Officers ..						
(*ii*) Supervisors ..						
(*iii*) Attendance Officers ..						
(*iv*) Engineering staff ..						
(*v*) Clerks ..						
(*vi*) Teachers ..						
(*vii*) Inferior servants—						
(*a*) for Primary schools ..						
(*b*) for Schools Board staff..						
(*viii*) Other staff to be specified..						
Total ..						

ANNEXTURE D—*contd.*

Major or Minor Head.	Contingencies.					Grand Total.
	Recurring.			Non-recurring.	Total.	
	Rent, rates and taxes.	Service Postage and Telegrams.	Others.			
A/B ITEMS OF SANCTIONED/ AUTHORISED EXPENDITURE.						
1. RECURRING EXPENDITURE.						
(*a*), (*b*) and (*c*) *Pay, allowances and contingencies of staff*—						
(*i*) Assistant Administrative Officers ..						
(*ii*) Supervisors ..						
(*iii*) Attendance Officers ..						
(*iv*) Engino ing staff ..						
(*v*) Clerks ..						
(*vi*) Teachers ..						
(*vii*) Inferior servants—						
(*a*) for Primary schools ..						
(*b*) for Schools Board staff..						
(*viii*) Other staff to be specified..						
Total ..						

Major or Minor Head.	Actuals for the preceding year (19 -19).	Estimates for the current year (19 -19).	Budget estimates for 19 -19 .	Sanctioned estimates.
A/B ITEMS OF SANCTIONED/ AUTHORISED EXPENDITURE.				
1. RECURRING EXPENDITURE.				
(*a*), (*b*) and (*c*) *Pay, allowances and contingencies of staff*—				
(*i*) Assistant Administrative Officers.				
(*ii*) Supervisors ..				
(*iii*) Attendance Officers ..				
(*iv*) Engineering staff ..				
(*v*) Clerks ..				
(*vi*) Teachers ..				
(*vii*) Inferior servants—				
(*a*) for Primary schools ..				
(*b*) for Schools Board staff..				
(*viii*) Other staff to be specified..				
Total ..				

ANNEXTURE E.

Statement showing the details of pay, allowances, contingencies of individual members of the $\frac{\text{sanctioned}}{\text{authorised}}$ *District School Board staff for 19 –19 .*

Serial No.	Name and designation of holder of sanctioned or authorised post.	Whether permanent or temporary.	Pay.		
			Scale of pay.	Actual pay due on 1st April next year.	Actual pay for the year at the rate in Column 5.
1	2	3	4	5	6

Serial No.	Name and designation of holder of sanctioned or authorised post.	Pay – *contd.*				
		Date of increment.	Rate of increment.	Amount of increment for the year.	Special pay or allowance classed as pay.	Total of columns 6, 9 and 10.
1	2	7	8	9	10	11

*Not to accompany the budget.

ANNEXTURE E—*concld.*

Serial No.	Name and designation of holder of sanctioned or authorised post.	Allowances.					
		Travelling Allowance.	Conveyance allowance.	Local or house rent allowance.	Dearness allowance.	Other allowances.	Total.
1	2	12	13	14	15	16	17

Serial No.	Name and designation of holder of sanctioned or authorised post.	Contingencies.					
		Rent, rates and Taxes.	Service, Postage and Telegrams.	Other recurring contingencies.	Non-recurring contingencies.	Total.	Grand Total.
1	2	18	19	20	21	22	23

*Not to accompany the budget.

ANNEXTURE F.

Statement showing the estimated expenditure of the District School Board..... for the year 19 –19 on account of rents, rates and taxes.

Serial No.	Name of the office or school building.	Estimated expenditure for the next year (19 –19).				Actuals for the previous year (19 –19).	Estimates for the current year (19 –19).
		Rents.	Rates.	Taxes.	Total.		

Serial No.	Name of the office or school building.	Estimates for the next year (19 –19).		Sanctioned estimates.
		Administrative Officer's estimates.	District School Board's estimates.	

ANNEXTURE G TO THE BUDGET.

Statement showing the details of the budget estimates of the District School Board..... for non-recurring grants to approved private schools for 19 –19 .

Serial No.	Name of the School.	BUILDING.		
		Accommodation of class rooms excluding verandahs in square feet.	No. of pupils for whom accommodation is to be provided.	Estimated expenditure sanctioned by Government.

Serial No.	Name of the School.	BUILDING—*contd.*		
		Authority sanctioning the expenditure.	Grant at ½ half of the estimated expenditure subject to a maximum of Rs. 20 per pupil.	Remarks.

APPENDIX E.

(*Vide* Rule 199 of the Bombay Primary Education Rules, 1949).

Rough estimate of the cost on account of additional expenditure on the expansion of primary education proposed to be incurred during the year 19 -19 .

Name of the District School Board or Authorised Municipality.	Total number of schools on 31st March 19			Total number of pupils on 31st March 19 in			Total number of the sanctioned staff of teachers on 31st March 19 in		
	District School Board / Authorised Municipality Schools.	Private Schools.	Total.	District School Board / Authorised Municipality Schools.	Private Schools.	Total.	District School Board / Authorised Municipality Schools.	Private Schools.	Total.
	2	3	4	5	6	7	8	9	10

Total number of other approved staff.			Total number of new schools proposed to be opened.	Details of the additional staff proposed to be appointed.			
				Teachers.		Clerks.	
Clerks.	Inferior Servants.	Other staff, if any, to be mentioned.		Number.	Scale of pay.	Number.	Scale of pay.
11	12	13	14	15	16	17	18

APPENDIX E—*contd.*

Details of the additional staff proposed to be appointed—(*contd.*)				Total estimated annual recurring cost on			
Inferior servants.		Other staff, if any (to be specified).					
No.	Scale of pay.	No.	Scale of pay.	Pay.	Provident Fund contribution.	Rents.	Contingencies.
19	20	21	22	23	24	25	26

Total estimated annual recurring cost on		Total estimated (non-recurring cost) (with details).	Total estimated cost to Government.		Remarks.
Other items, if any, to be specified.	Total.		Recurring.	Non-recurring.	
27	28	29	30	31	32

Note.—The Resolution of the Authorised Municipality agreeing to bear its share of cost should be sent along with this Form.

APPENDIX E—*contd.*

[*Vide* rule 200 (2) of the Bombay Primary Education Rules, 1949.]

Note.—Each proposal shall be accompanied by a statement showing full details of the extra cost and if the proposal is made by an Authorised Municipality shall be accompanied by a resolution of such Municipality agreeing to bear its share of the extra cost.

FORM (1)—DETAILED PROPOSAL FOR NEW SCHOOLS OPENED OR PROPOSED TO BE OPENED.

Serial No.	Name of the school and the Taluka and Ward or Peth, as the case may be, in which the school is situated.	Population of the village (in the case of a District School Board school).	Probable date of opening the school or the date on which the school was opened, as the case may be.
1	2	3	4

Number of the pupils on the rolls or the estimated number of pupils likely to attend.					Number of additional teachers appointed or proposed to be appointed.	Remarks.
Standard I.	Standard II.	Standard III.	Standard IV.	Total.		
5	6	7	8	9	10	11

FORM (2)—DETAILED PROPOSAL FOR THE EMPLOYMENT OF ADDITIONAL TEACHERS IN THE EXISTING SANCTIONED SCHOOLS.

A—Information regarding the number of pupils in relation to standards and teachers.

Serial No.	Designation of each teacher working in the school.	Standard or standards taught by the teacher.	Number of pupils on the rolls on 31st March 19	Number of additional teachers appointed or proposed to be appointed in the school.	Remarks.
1	2	3	4	5	6
	One teacher schools ...				
	Two teachers schools—				
	Head Master ...				
	1st Assistant ...				
	Total ...				
	Three teachers schools—				
	Head Master ...				
	1st Assistant ...				
	2nd Assistant ...				
	Total and so on ...				
	Grand Total ...				

B—Information regarding the teaching staff.

	Number of teachers.			Remarks.
	Trained.	Untrained.	Total.	
	2	3	4	5
(1) Total number of teachers actually working in the existing sanctioned schools as shown in "A" above.				
(2) Total number of teachers expenditure on whose account is being admitted for grant.				
(3) Total number of additional teachers appointed or proposed to be appointed (as shown in column 5 of "A" above) expenditure on whose account is to be sanctioned for purposes of grant.				

FORM (3)—DETAILED PROPOSAL FOR THE EMPLOYMENT OF ADDITIONAL CLERKS, INFERIOR SERVANTS AND OTHER STAFF.

Serial No.	Name of the *District School Board.* Authorised Municipality.	Total number of schools on 31st March 19			Total number of pupils on 31st March 19 in		
—	—	*District School Board.* Authorised Municipality Schools.	Private Schools.	Total.	*District School Board.* Authorised Municipality Schools.	Private Schools.	Total.
1	2	3	4	5	6	7	8

Total number of teachers on 31st March 19 in			Total number of sanctioned clerks, inferior servants and other staff.			Number and the scale of pay of the additional staff appointed or proposed to be appointed.		Remarks.
District School Board. Authorised Municipality Schools.	Private Schools.	Total.	Number.	Sanctioned scale of pay.	Number and date of the Government Resolution sanctioning the staff and the scale of pay.	Number.	Scale of pay.	
9	10	11	12	13	14	15	16	17

FORM (4)—DETAILED PROPOSAL REGARDING ADDITIONAL EXPENDITURE ON RENTS OF SCHOOL BUILDINGS.

Serial No.	Name of the school with taluka Peth or ward as the case may be.	Whether the school is on the sanctioned list or not.	Nature of the building in which the school is held; *e.g.*, *District School Board*. Authorised Municipality rented building, etc.	Total number of pupils on the rolls on 31st March 194	Class room area in square feet of the school building.
1	2	3	4	5	6

Amount of rent per annum paid at present for the school.	Amount of rent admitted at present for grant.	Amount of rent disallowed for grant.	Item No. appendix, year etc. of the Audit Note in which the expenditure had been disallowed for grant.	Amount of rent per mensem certified to be reasonable by the Executive Engineer for the school building.	Remarks.
7	8	9	10	11	12

Note.—The certificate of the Executive Engineer regarding the reasonableness of rent should be sent along with this information.